



GAMA Code of Conduct

Adopted by Board of Directors 02.03.22

As the voice of the tabletop game industry, the Game Manufacturers Association seeks to serve members and the industry with integrity. To fulfill this responsibility, GAMA leadership, membership, staff, and industry partners are committed to ethical standards that promote the goal of transforming society for the better.

To join GAMA is to commit to work in accordance with its ethical standards and to encourage the development and implementation of the ethical standards within the industries and professions represented by its members.

About this document

This Code of Conduct (Code) aims to provide a framework for appropriate interaction between GAMA members, ensuring that GAMA can remain an inclusive, productive space for tabletop game industry professionals. This is not intended to be a legal document, but rather a tool GAMA can use to determine good behavior and a list of resources it can take to remedy situations that make others uncomfortable or unsafe. This Code pertains to interaction between members both online and at in-person industry events. GAMA's general in-person code of conduct for public, in-person conventions can be found at their respective events website.

Member responsibility

All members of GAMA are expected to read, understand, and follow the guidelines established by this Code. These guidelines apply equally to everyone. Specific behavior will be called out in subsequent sections when relevant, but generally, your best practice as a GAMA member is to abide by all human resources (HR) policies you would follow at your own business, as well as to seek to promote ethical behavior through your actions. This can take the form of positive behavior on your own part and in the challenging of unethical behavior in others. In all interactions, GAMA members should be dedicated to respecting others, taking responsibility for their choices, and maintaining personal integrity.

Interpersonal relationships

When interacting with other members in person or online, honesty, openness and respect are key. To make that goal a reality, members should abide by the following guidelines:

- Respect the dignity and rights of all people regardless of age, national origin, familial status, disability, genetic information status, race, color, creed, religion, gender, veteran status, gender identity or sexual orientation.
- Operate within standard HR guidelines for professional relationships.
- Do not engage in inappropriate physical or verbal conduct or otherwise harass your colleagues.
- Be aware of power differentials. If you can influence someone's professional future, you're obligated to avoid conflicts of interest and not take advantage of your position.
- Attempt to foster inclusion amongst your colleagues, supporting members as needed and not excluding them during or outside of GAMA activities.
- Do not spread gossip or general "bad mouthing" about other members online or in person.
- Above and beyond these guidelines, obey all relevant laws that may be related to your interactions.

For additional information and guidelines, refer to GAMA's training documents on our member website: <https://www.gama.org/>

Professional relationships

When interacting with other members on a professional level, make sure to behave with honesty and integrity, not attempting to gain an unfair or unethical advantage over anyone. The following guidelines provide a framework for ethical professional interaction between members.

- Recognize and respect the intellectual property rights of others. Do not attempt to steal and repurpose other members' ideas.
- Compensate your contributors and employees fairly.
- Present yourself truthfully, both in your advertising and in your business-to-business interactions. Don't promise something you have no intention of delivering, and make sure all parties have a good understanding of what's on offer.
- As above, obey all relevant laws related to any professional relationship you maintain with fellow GAMA members.

For additional information and guidelines, refer to GAMA's training documents on our member website: <https://www.gama.org/>

Representing GAMA or yourself to non-members

While the above sections relate to how members conduct themselves in GAMA, as representatives of the organization, they should also seek to conduct their business with the broader public and non-member businesses in a way that reflects well on the

organization and promotes inclusion, diversity, stewardship and fun in the board game community. With that in mind, the following guidelines set some standards for ethical interactions with others outside GAMA.

- Though all members of GAMA should represent the organization's mission and values, individual members should not give the indication that they speak on behalf of GAMA without express approval from the Executive Director or Board of Directors.
- Similarly, you should never use GAMA's lists of attendees, companies, seminars, sell sheets, or educational materials, as well as GAMA's name and brand, for your own purposes without express approval from the GAMA.
- Regardless of the GAMA membership status of an individual or business you're interacting with, treat them with the same respect, professionalism, and consideration you would a GAMA member, as outlined in the sections above.
- Seek to be a good environmental steward, avoiding waste and making business decisions that have a minimally negative impact on the environment whenever possible.

Accountability & Process

GAMA takes this Code seriously. If you observe the Code being violated, you are encouraged to report it to via a complaint form which will be on the GAMA website. In addition, you may email conduct@gama.org or reach out to a GAMA officer or staff member. Reports may be made anonymously if you feel your safety would be threatened by speaking publicly. However, please be aware that if we are unable to substantiate anonymous reports, we may not be able to act on the issue.

Reported violations will be reviewed and investigated by the Executive Director in conjunction with the Code of Conduct Committee, which will make recommendations to the Board of Directors on possible actions by the association.

Any action taken on a reported violation is at the sole discretion of the GAMA Board of Directors and may include the suspension or revocation of the violator's GAMA membership. Such actions will be subject to membership review as per the bylaws. If a reported violation indicates an immediate danger to any person, GAMA and the Executive Director can act immediately to make all persons are safe before the report is addressed according to the normal procedure.

Appeals

As per GAMA bylaws (*Article II, Section 12*), there is an Appeals Committee to deal with appeals of membership suspensions or expulsions from GAMA. This committee is comprised of a representative from each of voting membership groups and is separate from the Code of Conduct Committee and the Board of Directors.

Those suspended or expelled may request an appeal from the Appeals Committee provided such request is made, in writing, within five (5) business days of receipt of notice of suspension or expulsion. Upon receipt of appeals request, the committee must call for a meeting within 30 days.

During this meeting, the committee can do one of the following:

1. Overturn the suspension or expulsion with two-thirds vote
2. Reduce the punitive consequences with a majority vote
3. Determine that the suspension or expulsion stands with either a majority vote of the committee, or by taking no other action

Educational Resources

If you would like additional information or have questions about any topic covered in this Code (or any topic you believe should be covered further), feel free to contact conduct@gama.org or reach out to any GAMA board member or staff.

GAMA offers educational materials that provide additional resources on human resources best practices, social media etiquette, and other training documents that may be of benefit for our members. You can access these resources on our website: <https://www.gama.org/>