

ADM-05 – NMIN Code of Conduct: General and for NMIN-sponsored events

Effective date: December 19, 2018¹

Review: Annual

Board approval: 4 November 2020

Board approval: 21 October 2021

Annual Review/Approval: 2 November 2022 [Board Executive and Nominating Cttee on behalf of the Board of Directors]

NMIN'S GENERAL CODE OF CONDUCT:

Network participants are expected to comply with the [Tri-Council Framework: Responsible Conduct of Research](#), and uphold exemplary standards of behaviour and not engage in behaviour which is known or ought to be known to be offensive or harassing. NMIN has a zero-tolerance policy towards sexual, racial or culturally based harassment and discrimination.

In cases where a Network participant causes harm or potential harm to the professional or academic reputation of NMIN, or individual members thereof:

- the RMC has the right to expel the individual from the NMIN HQP Network (if applicable) and/or the Network. A notice of expulsion will be issued in writing;
- the Board has the right to expel an individual or organization from the NMIN. A notice of expulsion will be issued in writing.

Specific to HQP, any decision to expel an HQP will be made only after consultation with the individual's supervisor.

Grounds for expulsion include, but are not limited to, harassment, breach of scientific integrity, misuse of NMIN funds, and release of confidential information.

NMIN-SPONSORED EVENTS CODE OF CONDUCT:

PURPOSE

NMIN acknowledges the rights of all those who attend Network meetings and conferences (hereafter referred to as "events") to be treated with respect, and affirms the responsibility of attendees to adhere to widely accepted standards of professional conduct and common-sense rules for public behaviour, personal interaction, common courtesy, and respect for private property. This Code of Conduct (hereafter referred to as "Code") outlines expectations for participant behaviour at NMIN-sponsored events, the process for handling complaints, and the repercussions of unacceptable behaviour.

¹ . The *Eligibility Date* for MNIM use of funds as per the NMIN NCE Funding Agreement.

CODE OF ETHICAL CONDUCT

This Code applies to all event attendees, including NMIN Network participants, exhibitors, sponsors, speakers, media representatives, volunteers, and NMIN staff. NMIN expects all attendees to act in accordance with this Code at all events and associated venues, as a condition of attendance and/or participation.

NMIN expects all attendees to:

- be respectful of others
- act responsibly
- promptly report inappropriate behaviour to an NMIN Administrative Centre staff member

Unacceptable Conduct:

Unacceptable behaviours include but are not limited to: intimidation, harassment, abusive, discriminatory, derogatory/ demeaning/disruptive remarks, and damage to or destruction of property.

Examples of unacceptable behaviours include, but are not limited to:

- offensive comments related to gender, sexual orientation, race, religion or disability
- physical or verbal threats or demands
- deliberate intimidation, stalking or following (online or in-person)
- unwelcome contact or sexual attention (physical or verbal)
- damage to or destruction of personal or private property
- inappropriate display of nudity and/or sexual images
- unlawful behaviour
- failure to abide by venue rules and regulations
- sustained disruption of talks or other events

If you witness or experience conduct that violates this code:

If there is an immediate concern for safety, for you or others, call venue security or contact the police.

If appropriate, address the inappropriate behaviour directly.

Should you be subjected to unacceptable behaviour, or observe unacceptable behaviour, immediately notify a member of the NMIN Administrative Centre staff.

Process for Handling Complaints

Unacceptable behaviour will not be tolerated. Anyone asked to stop unacceptable behaviour is

expected to comply immediately.

NMIN's Executive Director will determine if the Code violations warrant further investigation and/or the involvement of police services.

NMIN may prohibit those who violate this Code from continued attendance or participation in some, or all, of the event, without refund of any fees paid, and may bar violators of this Code from future attendance or participation at NMIN-sponsored events.

In cases where an NMIN Network participant causes harm or potential harm to the professional reputation of NMIN, further sanctions may apply.