

# Events Code of Conduct

*Approved by GSA Council on 25 September 2016*

GSA is a premier, international scientific society whose goals and mission are to advance geoscience research and discovery, to provide service to society, and to promote stewardship of Earth within and beyond the geosciences profession. In fulfilling its goals and mission, and in keeping with its Diversity Position Statement ([www.geosociety.org/gsa/positions/position15.aspx](http://www.geosociety.org/gsa/positions/position15.aspx)), GSA meetings foster the exchange of scientific ideas, through open and respectful dialogues at oral and poster sessions, field trips, short courses, mentorships, and other GSA-supported programs. GSA promotes, provides, expects and endorses a professional and respectful atmosphere and values a diversity of views and opinions.

All registrants, guests, volunteers, exhibitors, GSA staff, service providers, and others in attendance are expected to abide by this GSA Events Code of Conduct, which outlines specific expectations for participants at GSA-supported events and is in addition to the provisions of the GSA Code of Conduct ([www.geosociety.org/mbrCode](http://www.geosociety.org/mbrCode)).

## Expected Behavior

All registrants, guests, volunteers, exhibitors, GSA staff, service providers, and others in attendance are to:

- Be treated with respect and consideration;
- Be considerate, collegial, and collaborative;
- Communicate openly, with civil attitudes, critiquing ideas rather than individuals;
- Avoid personal attacks directed toward other registrants, guests, volunteers, exhibitors, GSA staff, service providers, and others in attendance;
- Obey the rules and policies of the meeting venue, hotels, GSA contracted facility, or any other venue where your meeting badge and GSA affiliation is likely to be displayed;
- Alert meeting security personnel, GSA staff, or GSA leadership if you notice someone in distress, or perceive a potentially dangerous situation, or witness a dangerous situation.

## Procedures to be Followed in an Emergency Situation

- Evaluate the situation and if appropriate call 911 or activate a local fire alarm;
- Do not endanger yourself. Follow the directions of building security, law enforcement, fire department, military personnel, or GSA staff;
- Initiate first aid if appropriate, so trained, and necessary;
- Be as observant as possible in order to communicate to emergency staff.

## Unacceptable Behavior Includes but is Not Limited to

- Harassment, intimidation, or discrimination;
- Physical or verbal abuse of any registrant, guest, volunteer, exhibitor, GSA staff, service provider, or other attendee;
- Disruption of presentations at oral or poster sessions, in the exhibit hall, on field trips, or at other events organized by GSA at the meeting venue, hotels, or other GSA-contracted facilities;

- Audio and video recording, or taking images of an individual's oral presentation without the presenters' permission, is expressly forbidden. Images of posters taken without permission are not allowed. Images of posters may be taken with the explicit consent of the presenter, and images may be acquired only in the presence of the presenter;
- Verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, national origin, or any other identified characteristic outlined in the GSA Diversity Position Statement;
- Inappropriate use of nudity and/or sexual images in public spaces or in presentations;
- Intentional, uninvited physical contact of any form;
- Threats (implied or real) of, physical, professional, or financial harm;
- Stalking registrants, guests, volunteers, exhibitors, GSA staff, service providers, or others in attendance.

## Consequences of Unacceptable Behavior

- Anyone requested to stop unacceptable behavior is expected to immediately cease and desist.
- GSA staff, leadership, security, or law enforcement personnel shall take action(s) deemed necessary and appropriate. Actions may include immediate removal from the meeting or field trip without warning or refund.
- GSA reserves the right to prohibit attendance at any future GSA meeting or other GSA-sponsored event.

## Reporting Unacceptable Behavior

If you are the subject of unacceptable behavior or have witnessed any such behavior, please immediately notify a GSA staff member or GSA leader wearing a GSA RISE button. You may also email us at [gsaeventscode@gmail.com](mailto:gsaeventscode@gmail.com), text or call us at +1-720-507-7523, or stop by the GSA Annual Meeting Office, Room 209 in the Indiana Convention Center, to talk with someone.

Anyone experiencing or witnessing behavior that constitutes an immediate or serious threat to public safety or a criminal act is expected to contact 911. Those witnessing a potential criminal act should also take actions necessary to maintain their own personal safety.



# Safety and Security Tips

GSA is committed to providing a safe and secure meeting environment. The following are suggestions for how you can protect yourself in situations that may occur during the meeting. **Always remember that if it is a life-threatening emergency, dial 911.** If you are within the convention center or hotel, it is helpful to have someone notify a staff member or building employee if possible to avoid delays with emergency responders.

If an emergency or other situation occurs at any time during the conference and you need additional assistance from GSA, please notify a GSA staff member in the Indiana Convention Center, Room 209, or call +1-317-262-5907 as soon as possible after any incidents. (After hours, you can text or call +1-720-507-7523.)

## Important phone numbers in case of emergency:

@ **Convention Center:** Dial 3350 using a red house phone or +1-317-262-3350 when using a cell phone.

@ **JW Marriott:** Dial 0 (or 911 for emergency responders) using a house phone and ask for loss prevention.

@ **Your hotel:** Dial 0 for the hotel operator.

## Within the city:

Indianapolis Metropolitan Police Department, 50 North Alabama Street: Non-Emergency Dispatch: +1-317-327-3811  
IU Methodist Hospital, 1701 Senate Blvd., +1-317-962-8355

**Also Recommended:** If you have a cell phone, create an emergency contact entry and list it under “ICE” (In Case of Emergency). On the back of your meeting ID badge, please write an emergency contact name and number for someone who is attending the meeting with you.



## FIRE SAFETY

**While at the Convention Center:** Study the floor plans in the meeting program for the exits nearest to your session room as well as to other rooms you plan to visit, including the Exhibit Hall.

**While at Your Hotel:** Locate the fire exits on your floor, put your room key close to where you sleep, and check the windows to see if they open.

## In case of fire:

- Keep your room key with you;
- Never open a door without first checking for smoke or heat (if the door feels warm, don't open it);
- If smoke is present, keep low to the floor—do not walk upright;
- Do not use elevators;
- If smoke is in a stairwell, avoid it—choose another route or return to your room if there no accessible way out.

## If you must remain in your room during a fire:

- Let someone know you are in the room—if the phone works, call for help;
- Open or break (if necessary) the window for fresh air, but *not* if you see smoke outside;
- Hang a bed sheet out the window to signal firefighters;
- Fill the tub and sink with water;
- Soak towels and sheets (and blankets if necessary) and use them to keep smoke out of your room by blocking door cracks and ventilation grills;
- If your room is smoky, place a wet cloth over your nose and mouth.

## STREET SAFETY

### When Leaving the Convention Centre or Other Meeting Venue:

- Take off and stow your meeting badge;
- Don't walk through isolated areas;
- Keep alert for potentially dangerous situations;
- Find others to walk with you;
- Take a cab if you have had too much to drink (don't make yourself an easy target).

### If You Are Accosted:

- Comply with attacker demands as calmly as possible, but do not allow yourself to be moved to a secondary location;
- Get a good description of your attacker;
- Call the police.

Find more city safety tips on our meeting mobile app or on our meeting website.

*GSA is happy to provide these reminders to help make your meeting safer, but please remember: **You are responsible for your own safety.***