

AICHE CODE OF CONDUCT FOR EVENTS AND PROGRAMS

To help provide a safe and productive environment for Participants at an Event (as defined below), this Event Code of Conduct (“Code”) establishes minimum expectations of behavior for all individuals (including attendees, speakers, exhibitors, sponsors, staff, contractors, volunteers, award recipients, organizers, and other guests, collectively referred to as “Participants”) who attend or participate in any manner in any American Institute of Chemical Engineer (“AICHE”) event, including conferences, programs, meetings, webinars, social gatherings, and other activities held, sponsored, or affiliated with AICHE, whether in-person or virtual (each, an “Event”). By attending an AICHE Event, you agree to abide by this Code. This Code is intended to supplement any other applicable AICHE policies, including the AICHE Code of Ethics, and may be revised at any time without further notice.

Expected Conduct and Prohibited Behavior

Participants are expected to conduct themselves in a professional manner, to communicate with respect and consideration for others, and to refrain from conduct that is (or may be perceived to be) harmful to other Participants, themselves, AICHE staff, and/or third parties.

Specifically:

1. Volunteers and meeting attendees should understand and support AICHE’s Code of Ethics.
2. Volunteers and meeting attendees should contribute to a collegial, inclusive, positive and respectful environment for fellow volunteers and attendees, and other stakeholders, including AICHE staff.
3. Volunteers and meeting attendees should avoid making inappropriate statements or taking inappropriate action based on race, gender, age, religion, ethnicity, nationality, sexual orientation, gender expression, gender identity, marital status, political affiliation, presence of disabilities, or educational background. We should show consistent respect for colleagues, regardless of discipline, employment status, and organizations for which they work, whether industry, academia, or government.
4. Disruptive, harassing or other inappropriate statements or behavior toward other volunteers, members, and other stakeholders, including AICHE staff, is unacceptable.
5. Volunteers and meeting attendees should obey all applicable laws and regulations of the relevant governmental authorities while volunteering or attending meetings. Volunteers and meeting attendees taking part in any AICHE event, including the ChemECar Competition™, should also comply with all applicable safety guidelines.
6. Volunteers and meeting attendees are prohibited from bringing alcohol to AICHE Events and must adhere to AICHE’s Alcohol Policy.

Violations of this Code include, but are not limited to, the following:

1. Discriminatory conduct based on race, gender, gender identity or expression, age, sex, sexual orientation, disability, national origin, ethnicity, political affiliation, religion, marital status, veteran status, or any other characteristic protected by applicable law;

2. Harassment, meaning unwelcome or offensive verbal comments, visual displays, or physical contact directed at any Participant, including conduct, comments or images that a person would reasonably find offensive;
3. Sexual harassment, meaning unwelcome, unsolicited, and unreciprocated sexual advances, requests for sexual favors, and other physical conduct, comments, or gestures of a sexual nature that has or that might reasonably be expected to be perceived to offend, humiliate, or intimidate another person;
4. Deliberate intimidation, threatening, stalking, or following;
5. Exhibiting behavior that is unruly, disruptive, or unprofessional, or that endangers the health or safety of yourself or others;
6. Invasion of privacy;
7. Actual or threatened pushing, shoving, or use of any physical force or weapon of any kind against any person;
8. Destruction, theft, dismantlement, defacement, abuse or intentional misuse of AIChE or AIChE-contracted venues, property, equipment, signage or supplies;
9. Failure to comply with directions of Event leaders and organizers, venue personnel, or AIChE staff regarding Event operations;
10. Retaliation or threat of retaliation against Participants for reporting activity that they reasonably believed to be in violation of this Code; and
11. Knowingly and falsely reporting violations of this Code in bad faith.

This Code is not intended to be all inclusive, and it is likely there will be conduct issues that it does not specifically address. In that event, as in all others, Participants are expected to follow the direction of AIChE staff who will take appropriate action to ensure the safety, security and well-being of Participants.

Consequences of Participant Engagement in Prohibited Conduct

Participants asked to stop any inappropriate conduct are expected to comply immediately. AIChE, in its sole discretion, will determine the nature of the Participant conduct that warrants corrective action as well as the corrective action to be taken. Corrective action may take any of the following forms: verbal warning; expulsion from the Event without a refund; bar from future AIChE Events; and/or notifying appropriate authorities. In addition, AIChE may act with regard to an Event Participant's membership in AIChE, if applicable, including suspension or expulsion, subject to established AIChE procedures. The decision(s) of AIChE are final.

Reporting Unacceptable Behavior

Please promptly report any concerns about inappropriate conduct to AIChE staff present at the Event, AIChE's CEO or to the Board president at president@aiche.org. If you or someone else is in immediate danger, or if you see something suspicious or would like to report a security issue or emergency, please contact venue security or local law enforcement.

Thank you for keeping AIChE's Events professional, welcoming, and respectful to all.

Approved by the Board of Directors of AIChE on August 13, 2024