

The WES Code of Conduct

Preamble

The World Endometriosis Society (WES) is a collegial society that values the input of Members in matters pertaining to the organisation and its goals. Importantly, our individual and collective actions have implications for the overall reputation of the WES. This Code of Conduct guides our actions to uphold the highest values of integrity, collegiality, mutual respect and standards of behaviour at all WES events.

Scope of Code of Conduct

The WES is committed to providing a friendly, safe and welcoming environment for the distribution of scientific knowledge, regardless of gender, sexual orientation, disability, race, ethnicity, religion, political orientation, national origin or other protected characteristics. To ensure a safe and positive experience, we expect all attendees (delegates, speakers, media representatives, organisers, volunteers, venue staff, guests and exhibitors) to abide by this Code of Conduct in all venues (private or public) and at all events (conferences, meetings, workshops, social gatherings) or any other occasion under the governance of the WES.

Guiding Principles

We EXPECT all participants to:

- Respect that each member or speaker is empowered by the WES to voice their opinion in scientific debate without fear of recrimination or derision.
- Exercise consideration and respect in oral and/or written communications and actions.
- Refrain from demeaning, discriminatory or harassing behaviour or oral and/or written communications and actions.
- Respect professional academic standards of conduct and copyright.

Forms of UNACCEPTABLE behaviours include:

- Incivility, intimidating, harassing, abusive, discriminatory, derogatory or demeaning oral and/or written communications and action by any attendee at any event.
- Harmful or prejudicial verbal or written comments or visual images related to gender, sexual orientation, race, religion, disability or other personal characteristics.
- Inappropriate use of nudity and/or sexual images in public spaces (including presentation slides).
- Harassing photography.
- Sustained disruption of scientific sessions or other events.
- Conduct that is misleading or deceptive or is likely to mislead or deceive.
- Reproduction of conference material without citing the source and/or author(s).
- Unauthorized republishing of conference presentations on social media (e.g. on Facebook).
- Unwelcome and uninvited attention or physical/electronic contact.
- Deliberate intimidation, following or stalking.
- Implied threat of physical harm.
- Physical assault (including unwelcome physical contact).
- Real or implied threat of professional or financial damage or harm.

Reporting of violations of the Code of Conduct you experience or witness during a WES event

There are two pathways to report violations of the WES Code of Conduct if you experience or witness such conduct during any WES event:

- If in attendance at a WES Congress, please contact the Congress Manager onsite:

Kate Smith
Managing Director – WALDRONSMITH Management
E: kate@wsm.com.au M: +61 418534645
- If in attendance at a WES event, contact the nominated WES Host or alternatively contact the current WES President via worldendometriossociety@wsm.com.au

Allegations of misconduct by WES members, staff, or others in connection with WES activities, must be submitted in writing directly via one of the two pathways described above.

The allegation(s) must contain the following information:

1. The name and affiliation of the person(s) submitting the allegation and the name and identifying information of the person(s) alleged to have committed the misconduct.
2. A description of the allegation that includes the date and circumstances of the alleged misconduct, including names of any witnesses.
3. Any documents or other relevant items that support the allegation (e.g. data, papers, memos, emails, photographs, etc.) with annotation showing specifically how the time relates to the allegation.
4. An explanation of how the allegation is considered misconduct as defined in this Policy.
5. A statement explaining any conflict(s) of interest the person making the allegation has with the subject(s), entity(its) or situation(s) named in the allegation. A conflict of interest does not preclude the filing of an allegation.

Process for investigating and resolving reported violations of the Code of Conduct

If alleged violations of the Code of Conduct are reported, the case will be heard in a timely manner by the *ad hoc* WES Conduct Committee, consisting of a minimum of 5 WES Board Directors who are not subject or otherwise conflicted to the allegation.

The *ad hoc* WES Conduct Committee will determine within 10 business days whether the allegation(s):

- a. does not constitute misconduct as defined by WES and no further action is warranted,
- b. or appears to constitute misconduct as defined by WES and may require further investigation and action by the WES Board.

During the investigation the accuser and alleged perpetrator will have the opportunity to be heard, alongside additional testimony, if applicable.

Once action has been taken by the WES that issue is considered closed with the exception of a single appeal. The same issue may not be pursued independently through another WES process or entity after a decision is made or after appeal is concluded.

Consequences of unacceptable behaviour

Unacceptable behaviour from any participant at WES events, including attendees, sponsors, exhibitors, contractors, volunteers, vendors, venue staff and anyone with decision-making authority, will not be tolerated. Any individual asked to cease unacceptable behaviour is expected to cooperate and comply immediately and respectfully.

If a participant engages in unacceptable behaviour further action may be undertaken. This may include:

- removal from the WES event without refund,
- banning from all planned or future WES events,
- revocation of WES membership,
- reporting violations to the individual's employer,
- reporting to local law enforcement,
- other actions determined appropriate by the WES Board.

The WES Code of Conduct has been adapted from Code of Conducts of the Fertility Society of Australia and New Zealand, the Society for Pediatric and Perinatal Epidemiologic Research, and the International Pelvic Pain Society.