

In-Person Event Agreement

I hereby acknowledge that, by participating in an in-person event or gathering with Government Executive Media Group LLC (“**GovExec**”), I agree to the following:

- (1) I will conduct all tasks in a safe manner and in compliance with all local, state, and federal laws and regulations.
- (2) I understand that GovExec will not tolerate discriminatory, harassing, or otherwise unacceptable behavior at any of its activities, events, or conferences. I understand that GovExec requires everyone who participates in any of these to abide by its Code of Conduct.
- (3) I have read the In-Person Event Agreement and Code of Conduct completely and I will abide by their terms.
- (4) I understand that GovExec reserves the right to deny admission to, remove from the event, or prohibit future participation of any attendee, speaker, sponsor, vendor, volunteer, contractor, staff member, or other participant (“Event Participant”) if their behavior or presence is disruptive; poses a safety risk or health concern; or otherwise violates this Agreement or the Code of Conduct. Event Participants who act in a disruptive, unsafe, or irresponsible manner may be asked to leave immediately and may be barred from returning.

In-Person Event Code of Conduct

GovExec strives to create a professional, safe, and welcoming environment at all its events in which all individuals are treated with respect and dignity and free from any form of harassment, discrimination, or other inappropriate conduct.

This Code of Conduct is designed to provide expectations and guidelines for appropriate conduct and behavior at in-person events or gatherings with GovExec (“Events”). Failure to comply with this Code of Conduct may be grounds for removal from an Event and disqualification from attendance at future Events.

To participate in an Event, all attendees, speakers, sponsors, volunteers, contractors, staff, and other participants (“Event Participants”) are required to abide by this Code of Conduct.

Expected 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 harmful or disruptive. This includes, but is not limited to, adhering to the following behaviors:

1. Acting in accordance with applicable laws, venue rules, and instructions of Event staff and security.
2. Treating others with respect, courtesy, and dignity, regardless of their race, color, sex or gender, gender identity or expression, sexual orientation, pregnancy or related health condition, language, religion, age, national, ethnic or social origin, disability, or any other protected status.
3. Behaving and communicating appropriately for a professional workplace setting, including being mindful of your words and actions, and being inclusive of and sensitive to others. Be considerate, respectful, and collegial.
4. Refraining from any language or behavior that is disruptive, inappropriate, harassing, abusive, sexually provocative, demeaning, or culturally inappropriate.
5. Using Event resources, spaces, and communication channels appropriately and responsibly in accordance with this Code of Conduct.
6. Obtaining affirmative consent before engaging in any physical touch.
7. Alerting on-premises security personnel and GovExec staff if you notice a dangerous or disruptive situation or someone clearly in distress.

Unacceptable Behavior

GovExec expressly prohibits bullying of any kind, as well as harassment and discrimination based on race, color, religion, national origin, sex, gender, age, pregnancy, genetic information, military and veteran status, marital status, sexual orientation, disability, or any other legally protected characteristic. Examples of conduct prohibited by this Code of Conduct include, without limitation:

1. Intimidating, threatening, or disruptive verbal or non-verbal conduct.
2. Harassment in any form, including bullying, intimidation, or disparaging comments related to gender, gender identity or expression, sexual orientation, disability, race, religion, age, national origin, or any other protected characteristic.
3. Sexual harassment. For purposes of this Code of Conduct, sexual harassment includes, without limitation, unwanted sexual attention, comments, jokes, or advances; sexual innuendoes or actions; jokes of a sexual nature; sexual propositions; lewd remarks or threats; requests for any type of sexual favor (including repeated, unwelcome requests for dates); sexually degrading words; continued one-on-one communication or pressure for one-on-one communication after requests to cease; leering; staring; whistling; obscene gestures; harassing photography or recording; and unwelcome or unwanted physical contact such as touching, tickling, pinching, patting, brushing up against, hugging, cornering, kissing, fondling, stalking, following, and forced sexual intercourse or assault.
4. Carrying, transporting, storing, possessing, or using any weapons or items that can be used as a weapon during an Event.
5. Lewd, derogatory, or otherwise offensive speech or non-verbal conduct.
6. Threatening or stalking any Event Participant.
7. Behavior or comments that disrupt the Event or are otherwise disruptive to Event Participants.
8. Possession, distribution, or use of controlled substances, alcohol or illegal substances (including those illegal only under federal law) during Events. During Events where alcohol is served, GovExec requires all Participants to always conduct themselves professionally.
9. Real or implied threat of physical, professional, or financial damage or harm, or attempted, threatened, or accomplished physical injury to another.
10. Unauthorized display, promotion, solicitation, or sale of personal goods or services without the Event organizer's written consent.

11. Destruction or vandalizing of personal property, the Event site, or Event materials.

Reporting Incidents

GovExec strongly also encourages Event Participants to report all incidents of misconduct or other violations of the Code.

If you are subjected to unacceptable behavior or other violations of the Code of Conduct, notice that someone else is being subjected to unacceptable behavior, or witness other violations of the Code of Conduct, please notify Event Staff.

Reports may be made in person to any GovExec staff member at the Event or via email to <mailto:govexec.events@e.govexec.com>.

GovExec staff will work to resolve the situation during the Event as may be applicable. Reported concerns will be taken seriously and investigated as appropriate. All Event Participants are expected to cooperate fully and honestly with any investigation.

Consequences for Unacceptable Behavior or Other Violations

If GovExec determines that misconduct or other violations of the Code of Conduct occurred, GovExec shall take appropriate action to address the situation. Any responsive action will be tailored to the specifics of the incident, and may include, as appropriate based on the conduct and role of the Event Participant: mandated training, issuance of verbal or written warnings, increased monitoring of the person who engaged in misconduct, removal of the Event Participant from the Event, banning from future events, discipline for employees who engage in misconduct (up to and including termination), notification to security or law enforcement, or other corrective action as may be appropriate.

People who are asked to stop their behavior are expected to comply immediately. Failure to do so or continued violation of the Code of Conduct will result in GovExec taking whatever actions it deems appropriate, including removal from the Event (without refund, as applicable), disqualification from attending future events, or notification to security or law enforcement as necessary.

Retaliation against individuals who report unacceptable behavior or other concerns or who provide information in connection with a report will not be tolerated and will trigger additional action.