

THE AMERICA NEPAL MEDICAL FOUNDATION: CODE OF CONDUCT FOR THE MEETINGS AND CONFERENCES, NO SOLICITATION POLICY, LIABILITY WAIVERS, AND PHOTO RELEASE

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A. CODE OF CONDUCT OF ANMF FOR MEETINGS AND CONFERENCES

The America Nepal Medical Foundation (ANMF) is committed to maintaining a professional, respectful, inclusive, and safe environment for all attendees at the meetings and conferences of ANMF. All attendees, including, but not limited to, members, staff, speakers, volunteers, exhibitors/vendors, involved in ANMF meetings, conferences, workshops, networking events, and related activities are expected to abide by this Code of Conduct (“Code”), specifically to uphold the principles of *Integrity*, *Respect* and *Responsibility*:

- *Integrity*: acting in an honest and ethical manner;
- *Respect*: honoring differences in people, ideas, and opinions; and
- *Responsibility*: accepting ownership of one’s own conduct.

1. ZERO Tolerance

ANMF has zero tolerance for any form of discrimination or harassment, physical and verbal, by attendees of our meeting and reserves right to take any action necessary to uphold the principles outlined in this Code. ANMF will cooperate with any appropriate law enforcement authority investigating a reported incident.

In response to repeated and witnessed incidents of unacceptable behavior as listed below, ANMF reserves the right to communicate within the appropriate channels of an attendee’s home institution or organization and also reserves the right to prohibit attendance at any future meeting.

2. Behavior

a) Expected Behavior

- Treat all attendees with respect and consideration, valuing a diversity of views and opinions.*
- Be considerate, respectful, and collegial.*
- Treat others with professionalism, courtesy, dignity, and respect*
- Promote respectful dialogue, collaboration, and learning*

- v. *Respect cultural, religious, gender, ethnic, and professional diversity.*
- vi. *Comply with venue policies, safety regulations, and applicable laws.*
- vii. *Respect personal privacy and boundaries.*
- viii. *Communicate openly with respect for others, critiquing ideas rather than individuals.*
- ix. *Be mindful of your surroundings and of other event attendees. Alert on-premises security personnel and ANMF staff if you notice a dangerous situation or someone clearly in distress.*
- x. *Respect the rules and policies of the meeting venue, hotels, ANMF contracted facility, or any other venue associated with an ANMF event.*
- xi. *Audio or visual recording (video) or presentations made at ANMF meetings or conferences are not permitted unless you have received explicit verbal permission from the presenter.*
- xii. *ANMF encourages attendees to follow recommended precautions to prevent transmission of infectious diseases.*
- xiii. *Follow any instructions from conference staff and organizers.*

b) *Unacceptable and Prohibited Behaviors*

- i. *Any intimidating, harassing, demeaning, or derogatory speech or actions towards others that undermine principles of academic and professional exchange.*
- ii. *Offensive or inappropriate comments or behavior.*
- iii. *Physical abuse of any attendee.*
- iv. *Inappropriate or unwelcome verbal or written comments of a sexual nature.*
- v. *Inappropriate or unwelcome physical contact.*
- vi. *Unwelcome sexual attention.*
- vii. *Display of sexual images in public places.*
- viii. *Deliberate intimidation, stalking, or following*
- ix. *Taking, filming, or showing photography or video of a sexual nature or that is intended to offend, intimidate, threaten, or coerce.*
- x. *Disruptive conduct during sessions or events.*
- xi. *Unauthorized financial solicitation.*
- xii. *Threatening language or behavior.*
- xiii. *Recording or distributing presentations or participant information without permission.*
- xiv. *Damage to venue property or conference materials.*
- xv. *Excessive intoxication or illegal activity.*

- xvi. *At most ANMF networking events, both alcoholic and non-alcoholic beverages are served. ANMF expects attendees at our events to drink responsibly and reserves the right to deny service to attendees for any reason, and may require an attendee to leave the event.*
- xvii. *Additional examples of unacceptable behavior include, but are not limited to:*
- a. *disparaging comments related to gender, gender identity or appearance, sexual orientation, disability, physical appearance, body size, race, religion, ethnicity, national origin, political views or affiliation;*
 - b. *threatening or stalking any attendee;*
 - c. *disruption of presentations at sessions, in the exhibit hall, or at other events organized by ANMF at the meeting venue, hotels, or other ANMF-contracted facilities.*

3. Reporting Unacceptable Behavior and Enforcement

To Those with Legal Authority

- a) *To Public Security – ANMF asks, under advisement from legal counsel, that anyone experiencing or witnessing behavior such as assault of any kind that constitutes an immediate or serious threat to safety is advised to contact 911 or ask for public security.*
- b) *ANMF reserves the right to take appropriate action for violations of this Code of Conduct, including:*
 - *Verbal or written warnings.*
 - *Removal from membership, sessions, or events.*
 - *Revocation of registration without refund.*
 - *Removal from exhibitor or sponsorship participation.*
 - *Prohibition from future ANMF activities.*
- c) *Reporting to the ANMF (intended for information gathering and on-site peer support when feasible)*
 - *To ANMF Staff – If you are the subject of unacceptable behavior or have witnessed any such behavior, please notify an ANMF staff member. Notification should be done by contacting an ANMF’s President and Vice-President to info@anmf.org. On advisement of legal counsel, ANMF is unable to respond to social media.*

B. NO SOLICITATION POLICY

ANMF maintains a no-solicitation policy covering its conferences, meetings, webinars and other events.

In order to provide a distraction-free environment for our members and other attendees, we do not allow solicitation of any kind during any event, including asking for business, soliciting fund management services, distributing grant proposals, or requesting grant funding. Additionally, ANMF members expect that participation in ANMF events will not result in future solicitations unless the member specifically invites future contact. Accordingly, we ask that all participants at ANMF events refrain from using attendee lists or similar information for solicitation purposes without the express permission of the ANMF. Examples of prohibited solicitation activity include:

- Unauthorized receptions & parties (including off-site events).
- Unauthorized exhibits, mobile exhibits & hospitality suites.
- Unauthorized membership recruitment activities.
- Unauthorized promotion of non-ANMF events.
- Unauthorized on-site distribution of printed or electronic materials including literature, signs, flyers, invitations, tickets, forms, etc. (except business cards).

Any person and/or organization found to be violating this policy may be expelled from the event without refund of registration fees. Egregious and/or multiple violations of this policy may result in disqualification from future events at the discretion of the ANMF.

C. LIABILITY WAIVER AND RELEASE OF CLAIMS

While participating in events held or sponsored by ANMF, consistent with CDC guidelines, participants are encouraged to practice hygiene to reduce the risks of exposure to communicable diseases. ANMF cannot guarantee that its participants, volunteers, partners, or others in attendance will not become infected with communicable diseases.

I acknowledge that I derive personal satisfaction and a benefit by virtue of my participation and/ or voluntarism with ANMF, and I willingly engage in ANMF conferences, meetings or fundraising activities (collectively identified as “Activity”).

1) RELEASE AND WAIVER.

I HEREBY RELEASE, WAIVE AND FOREVER DISCHARGE ANY AND ALL LIABILITY, CLAIMS, AND DEMANDS OF WHATEVER KIND OR NATURE AGAINST THE AMERICA NEPAL MEDICAL FOUNDATION AND ITS AFFILIATED PARTNERS AND SPONSORS, INCLUDING IN EACH CASE, WITHOUT LIMITATION, THEIR BOARD OF DIRECTORS, OFFICERS, EMPLOYEES, VOLUNTEERS, AND AGENTS (THE “RELEASED PARTIES”), EITHER IN LAW OR IN EQUITY, TO THE FULLEST EXTENT PERMISSIBLE BY LAW, INCLUDING BUT NOT LIMITED TO DAMAGES OR LOSSES CAUSED BY THE NEGLIGENCE, FAULT OR CONDUCT OF ANY KIND ON THE PART OF THE RELEASED PARTIES, INCLUDING BUT NOT LIMITED TO DEATH, BODILY INJURY, ILLNESS, ECONOMIC LOSS OR OUT OF POCKET EXPENSES, OR LOSS OR DAMAGE TO PROPERTY, WHICH I, MY HEIRS, ASSIGNEES, NEXT OF KIN AND/OR LEGALLY APPOINTED OR DESIGNATED REPRESENTATIVES, MAY HAVE OR WHICH MAY HEREINAFTER ACCRUE ON MY BEHALF, WHICH ARISE OR MAY HEREAFTER ARISE FROM MY PARTICIPATION WITH THE ACTIVITY.

2) ASSUMPTION OF THE RISK. *I acknowledge and understand the following:*

- a. Participation includes possible exposure to and illness from infectious diseases. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist;*
- b. I knowingly and freely assume all such risks related to illness and infectious diseases even if arising from the negligence or fault of the Released Parties; and*
- c. I hereby knowingly assume the risk of injury, harm and loss associated with the Activity, including any injury, harm and loss caused by the negligence, fault or conduct of any kind on the part of the Released Parties.*

3) MEDICAL ACKNOWLEDGMENT AND RELEASE. *I acknowledge the health risks associated with the Activity, including but not limited to transient dizziness, lightheaded, fainting, nausea, muscle cramping, musculoskeletal injury, joint pains, sprains and strains, heart attack, stroke, or sudden death. I agree that if I experience any of these or any other symptoms during the Activity, I*

will discontinue my participation immediately and seek appropriate medical attention. I DO HEREBY RELEASE AND FOREVER DISCHARGE THE RELEASED PARTIES FROM ANY CLAIM WHATSOEVER WHICH ARISES OR MAY HEREAFTER ARISE ON ACCOUNT OF ANY FIRST AID, TREATMENT, OR SERVICE RENDERED IN CONNECTION WITH MY PARTICIPATION IN THE ACTIVITY.

- 4) *As a participant, volunteer, or attendee, You recognize that your participation, involvement and/ or attendance at any America Nepal Medical Foundation events, meetings, conferences or activity ("Activity") is voluntary and may result in personal injury (including death) and/ or property damage. By attending, observing or participating in the Activity, You acknowledge and assume all risks and dangers associated with your participation and/ or attendance at the Activity, and You agree that: (a) the America Nepal Medical Foundation. (b) the property or site owner of the Activity, and (c) all past, present and future affiliates, successors, assigns, employees, volunteers, vendors, partners, directors, and officers, of such entities (subsections (a) through (c), collectively, the "Released Parties"), will not be responsible for any personal injury (including death), property damage, or other loss suffered as a result of your participation in, attendance at, and/ or observation of the Activity, regardless if any such injuries or losses are caused by the negligence of any of the Released Parties (collectively, the "Released Claims"). BY ATTENDING AND/OR PARTICIPATING IN THE ACTIVITY, YOU ARE DEEMED TO HAVE GIVEN A FULL RELEASE OF LIABILITY TO THE RELEASED PARTIES TO THE FULLEST EXTENT PERMITTED BY LAW.*

D. PHOTOGRAPY AND VIDEOTAPING PERMISSION

I hereby grant the ANMF the right to photograph and videotape and to use, edit, reproduce and publish all or any portion of photographs or videos, individually or in conjunction with other works, by any method and in any medium now known or later developed, including social media, for the purpose of publicizing ANMF content. The ANMF may identify any person by name and may not blur out the names on any visible name badges.

SEEN AND EXPRESSLY AND IMPLIEDLY AGREED MERELY BY ATTENDING THE CONFERENCES OR MEETINGS OF ANMF.