



WFICC Code of Conduct Policy

The World Federation of Intensive and Critical Care (WFICC) is committed to providing a welcoming, inclusive, and safe environment for all, regardless of sex, gender, sexual orientation, disability, race, ethnicity, religion, national or ethnic origin, or other characteristics (e.g., colour, age). WFICC does not tolerate harassment in any form. The purpose of this Code of Conduct is to promote our values and ensure that we remain collegial and respectful in our interactions within and outside of the WFICC.

In the context of our meetings and activities, we expect all attendees, media speakers, volunteers, organizers, venue staff, and exhibitors to ensure a safe and positive conference experience for all who attend our meetings and events.

Code of Conduct

- Be considerate, respectful, collaborative and professional;
- Refrain from behaviours and speech that are intimidating, uncivil, demeaning, discriminatory, derogatory, abusive, or harassing;
- Be mindful of your surroundings and of your fellow participants. Alert WFICC staff if you notice someone in distress or in a dangerous or harassing situation.

Unacceptable Conduct

Participants at events hosted or co-hosted/co-sponsored by the WFICC will not engage in behaviour(s) that undermine or oppose the goals and purposes of WFICC including, but not limited to:

- Using offensive language or behaviour;
- Making denigrating comments on the basis of, but not limited to, sex, gender, sexual orientation, disability, race, ethnicity, religion, national or ethnic origin, or other characteristics (e.g., colour, age);
- Acting in ways that harass, threaten, assault, or intimidate other participants;
- Acting in a manner that threatens the safety of participants;
- Engaging in behaviours that interfere with the ability of other participants to appropriately participate in scheduled meeting or conference;
- Disrupting live or virtual meetings or sharing without authorization from the presenters or commenters any virtual or live meeting content (such as by posting on social media) without the consent of the creators of the content;

- Sharing content for the purposes of reporting a policy or legal violation to WFICC or other authorities is not prohibited by this policy.

Process for Reporting Unacceptable Behaviour

Any individual who witnesses or experiences a violation of this Code of Conduct may approach the CEO of WFICC or any member of the WFICC council with their concerns. Please refer to Appendix 1 for details of the reporting and investigation process.

Consequences of Unacceptable Behaviour

Unacceptable behaviour will not be tolerated at live or virtual meetings or related events, whether by participants, speakers, volunteers, media, organizers, sponsors or exhibitors. Individuals who violate this Code of Conduct will be approached by the WFICC CEO or member of the WFICC Council to inform them of the unacceptable behaviour and the process which will follow.

The WFICC reserves the right to ask a participant who violates this Code of Conduct to leave the formally scheduled meeting or conference proceedings. We expect all event participants (staff, sponsors, volunteers, and speakers) to abide by this code of conduct. WFICC may bar those who violate this Code from continued participation in or attendance at WFICC events, without refund of any fees paid. WFICC may also bar violators of this Code from participation or attendance at future WFICC-sponsored events.

Approved and adopted by Council meeting virtually on July 19th, 2023

Appendix 1

Definitions

The complainant means the individual who has witnessed or experienced a violation of this Code.

The respondent means the individual who is alleged to have violated the Code.

The process for reporting and investigations

The complainant should notify the WFICC CEO or any WFICC Council member of an alleged violation of the Code of Conduct as soon as practicable after the alleged violation was observed. Where the notification has been made to a WFICC Council member, they will notify the WFICC CEO at the earliest opportunity and no later than 24 hours after receiving the complaint. The WFICC CEO will be the “point person” for conducting enquiries and for liaising with the complainant.

The WFICC CEO will invite the complainant to submit a short “narrative statement”. The narrative statement should include the type of Unacceptable Behaviour according to the Code which it is alleged to have occurred (the violation), a specific example of the behaviour(s) and the impact of the behaviour(s) on the complainant or group (for example, an audience). The WFICC CEO will send an anonymised version of the narrative statement to the respondent and invite a response to the allegation(s) within 48 hours. On receipt of statements from the complainant and respondent, the WFICC CEO will provide a case summary to the WFICC Communications Committee. The Committee will consider the statements provided and make recommendations to the WFICC Council. When the WFICC Communications Committee requires further information to determine its recommendations, the WFICC CEO will be asked to make further enquiries to provide this information.

The WFICC Council is the responsible body for determining if a violation of the Code of Conduct has been proven. For the avoidance of doubt the burden of proof shall be on a balance of probabilities or “is it more likely than not” that a violation of the Code has occurred. Where the WFICC Council determines that there has been a violation of the Code, the WFICC Council will have regard to the sanctions it may impose under the Consequence of Unacceptable Behaviour section of the Code.