

# LeadingAge New York and Affiliates Virtual Programs Code of Conduct

LeadingAge New York, The Foundation for Long Term Care and LeadingAge New York Services (LANY) are committed to providing a safe, productive and welcoming environment for all meeting participants and LANY staff. All participants, including, but not limited to, attendees, speakers, volunteers, exhibitors, LANY staff members, service providers and all others are expected to abide by this Virtual Programs Code of Conduct. This Policy applies to all LANY meeting-related events, including those sponsored by organizations other than LANY but held in conjunction with LANY events, on public or private platforms.

LANY has zero-tolerance for any form of discrimination or harassment, including but not limited to sexual harassment by participants or our staff at our meetings. If you experience harassment or hear of any incidents of unacceptable behavior, LANY asks that you inform either Denise Alper, executive vice president, [dalper@leadingageny.org](mailto:dalper@leadingageny.org) 518-867-8867 or Kathy Gormley, director of conference management, [kgormley@leadingageny.org](mailto:kgormley@leadingageny.org) 518-867-8383 so that we can take the appropriate action.

Unacceptable Behavior is defined as:

Harassment, intimidation, or discrimination in any form.

- Verbal abuse of any attendee, speaker, volunteer, exhibitor, LANY staff member, service provider or other meeting guest.
  - Examples of verbal abuse include, but are not limited to, verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, national origin, inappropriate use of nudity and/or sexual images in public spaces or in presentations or threatening or stalking any attendee, speaker, volunteer, exhibitor, LANY staff member, service provider or other meeting guest.
- Disruption of presentations during sessions, in the exhibit hall, or at other events organized by LANY throughout the virtual meeting. All participants must comply with the instructions of the moderator and any LANY virtual event staff.
- Presentations, postings, and messages should not contain promotional materials, special offers, job offers, product announcements or solicitation for services. LANY reserves the right to remove such messages and potentially ban sources of those solicitations.
- Participants should not copy or take screen shots of Q&A or any chat room activity that takes place in the virtual space.

LANY reserves the right to take any action deemed necessary and appropriate, including immediate removal from the meeting without warning or refund, in response to any incident of unacceptable behavior, and LANY reserves the right to prohibit attendance at any future meeting, virtually or in person.