

Code of Conduct

The event organisers are dedicated to providing a harassment-free experience for everyone, regardless of gender, gender identity, sexual orientation, disability, physical appearance, body size, race, or religion. We do not tolerate harassment of event participants in any form. Sexual language and imagery is not appropriate for any event venue, including talks. Event participants violating these rules may be sanctioned or expelled from the event without a refund at the discretion of the event organisers.

Harassment includes, but is not limited to:

- Violent threats, intimidation or personal insults directed against another person
- Verbal, graphic or written comments related to gender, gender identity, sexual orientation, disability, physical appearance, body size, race or religion
- Posting sexually explicit or violent material
- Stalking or following, including harassing photography or recording
- Sustained disruption of talks or other presentations
- Inappropriate physical contact or sexual attention
- Posting (or threatening to post) other people's personally identifying information
- Advocating for, or encouraging, any of the above behavior
- Repeated harassment of others. In general, if someone asks you to stop, then stop

The Less Quick Version

Participants asked to stop any harassing behavior are expected to comply immediately. Sponsors are also subject to the anti-harassment policy. In particular, sponsors should not use sexualized images, activities, or other material. Booth staff (including volunteers) should not use sexualized clothing/uniforms/costumes, or otherwise create a sexualized environment.

If a participant engages in harassing behavior, event organisers retain the right to take any actions to keep the event a welcoming environment for all participants. Event organisers may take action to redress anything designed to, or with the clear impact of, disrupting the event or making the environment hostile for any participants.

If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact a member of event staff immediately. Event staff can be identified by a clearly marked "STAFF" badge, button or shirt.

Event staff will be happy to help participants contact hotel/venue security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe for the duration of the event. We value your attendance.

We expect participants to follow these rules at all event venues and event-related social activities. We think people should follow these rules outside event activities too!

This code of conduct is borrowed from PerlKohaCon that was organised by the National Library of Finland in August of 2023.

Guidelines for safer spaces

These guidelines for safer spaces were created to make the event as safe as possible for all participants.

We understand that it is unlikely, especially in public facilities and events, that all spaces can be made fully safe for everyone. With this in mind, we encourage all the participants to actively create an atmosphere where we prioritise one another's safety and wellbeing. Let's look after one another.

If you experience harassment or any other form of inappropriate treatment at the event, please contact the Safer Space Hosts (see below) or other staff. You can also contact our staff by email after the event. **Address needed!**

- **Respect everyone's personal space, both physical and mental.** You cannot know where another person's boundaries lie without asking them. Make sure you ask before touching anyone. Listen to others and adapt your behaviour if someone indicates that your behaviour makes them feel uncomfortable.
- **Respect everyone, don't assume things.** Don't make assumptions about other people's sexuality, gender, nationality, ethnicity, religion, values, socio-economic background, ability or health. Respect pronouns and names. Be aware of your own privileges.
- **No body discrimination.** Don't comment on another person's body. Also do not comment on other people's eating and meal sizes.
- **Respect the opinions, beliefs, experiences and differing viewpoints of others.** Don't mock, ridicule, disparage, sideline or humiliate anyone with your words, behaviour or actions.
- **Assume responsibility for your own actions and behaviour.** Remember that your actions affect other people, regardless of your good intentions.
- **Give space.** Do your best to ensure that everyone gets to participate in discussions. Don't disregard other people's opinions; give others the chance to speak. Respect the privacy of others and treat sensitive topics respectfully.
- **Intervene in harassment** if you witness it, and ask the person who was harassed whether they would like help or support. Don't just remain an on-looker.

Safer Space Hosts

Our conference staff team has Safer Space Hosts, who have been trained to maintain the principles of safer spaces and help you if you come across inappropriate behaviour or harassment. You can ask any staff member to refer you to such a host.

If you experience harassment

If you experience inappropriate behaviour or harassment at the event, please report it to the staff. The Safer Space Hosts offer help and support in any case of harassment. The hosts' job description also includes resolving harassment cases together with security.

If the situation cannot be resolved, the individual exhibiting inappropriate behavior will be discreetly and unobtrusively removed from the event.

Guidelines found from:

- yhdenvertaisuus.fi/en/guidelines-for-safer-spaces (Finnish version)