



EVENTS CODE OF CONDUCT

Purpose

- SME is committed to providing a friendly, safe, inclusive and harassment-free experience for all event participants. This Events Code of Conduct outlines SME's expectations relating to participant behavior and consequences for engaging in behavior that is inconsistent with this code.

Expected Behavior

- Never act in a way that puts your own or other participants' health, safety or security at risk.
- Be considerate, respectful and collaborative.
- Refrain from intimidating, demeaning, discriminatory or harassing behavior.
- Be mindful of your surroundings and of your fellow participants. Alert show management if you notice a dangerous situation or someone in distress.
- Many event venues are shared with members of the public. Be respectful to all patrons of the event venues.
- Follow all health, safety and security processes, procedures and protocols, including emergency procedures and access protocols. Do not assist others to circumvent any processes, procedures or protocols.

Unacceptable Behavior

- Unacceptable behavior may take many forms; a complete list cannot be set forth in this Events Code of Conduct. Whether behavior is unacceptable is determined by show management, in their sole discretion. Unacceptable behavior may be in the form of intimidating, harassing, abusive, discriminatory, derogatory, demeaning or other conduct. Examples of unacceptable behavior include the following:
 - Offensive comments (verbal, written, gestures or otherwise) related to gender, sexual orientation, race, religion, national origin, disability and other



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- categories; displays of derogatory, demeaning, harassing or sexual materials, photography, images or recordings (including in presentation slides); engaging in intimidation, threats, stalking or following; sustained disruption of presentations, speakers, talks or other events (whether verbal or otherwise); assault, physical interference with normal movement or unwelcome touching or attention.
- Wearing clothing that is unsuitable for a professional work environment, provocative or otherwise potentially offensive.
 - Annoyance, harassment, pushing, shoving or use of any physical force whatsoever against any person.
 - Boisterous, lewd or offensive behavior or language, including, but not limited to, using sexually explicit or offensive language, materials or conduct; or any language, behavior or content that contains profanity, obscene gestures or racial, religious or ethnic slurs.
 - Assembling for the purpose of, or resulting in, disturbing the peace or committing any unlawful act or engaging in any offensive behavior.
 - Interfering with or disrupting another exhibitors' legitimate activities. Under no circumstances should an exhibitor enter any other exhibitor's display area/meeting room uninvited and/or when unattended.
 - Possession of any item that can be used as a weapon.
 - Possessing any open can, bottle or other receptacle containing any alcoholic beverages, except in areas specifically designated for the consumption of alcohol. Please drink responsibly.
 - Possessing any illegal substance or illegal drugs. Show management does not tolerate the use or abuse of illegal substances anywhere in event venues or other locations under SME control.



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- Smoking, other than in designated areas.
- Failure to obey any rules or regulations of the venue.

Consequences of Unacceptable Behavior

- Unacceptable behavior will not be tolerated by any event participants, including attendees, guests, speakers, media, influencers, exhibitors, sponsors and vendors. Anyone asked to stop engaging in unacceptable behavior is expected to comply immediately. If a participant engages in unacceptable behavior, show management may take any action they deem appropriate, up to and including expulsion from the event without warning or refund and/or contacting the authorities, as necessary.

What to Do if You Witness or are Subjected to Unacceptable Behavior

- If you witness or are subjected to unacceptable behavior, notice that someone else is being subjected to unacceptable behavior or have any other concerns, please notify show management as soon as possible. All reports will remain completely confidential, to the fullest extent possible.
- Event staff will be available to help participants contact venue security or local law enforcement or assist those experiencing unacceptable behavior to feel safe for the event. You can report unacceptable behavior to any staff member. Staff can be found in the show office on-site or you may call/text show management using the number listed below.
- If you notice unacceptable behavior, do not approach the individual or situation on your own. Instead, please contact show management to address your concern.

Contact Information

- Show management can be reached on **947.241.5850**.