

Safe Environment Policy

Keystone Symposia is committed to maintaining a positive and respectful environment at its conferences and events. We expect participants in our events to engage in constructive and professional discussion, in which all are valued for their scientific contributions and work. We greatly value diversity, and desire that no participant should be subjected to harassment or discrimination while involved in our events.

For purposes of this policy, *harassment* means unwelcome and offensive comments or conduct—verbal, physical or visual—directed to the participant’s sex, gender identity, actual or perceived race (including traits historically associated with race), color, national origin, ancestry, citizenship status, age, religion, marital status, sexual orientation, disability, veteran status, pregnancy or other status protected under applicable law. Harassment can include, but is not limited to, unwelcome attention, comments or jokes that focus on gender differences or sexual topics and that distract from the professional topics under discussion, unwelcome advances or requests for dates/sexual activities, unwelcome physical contact, and the use of language or images meant to demean or degrade. This policy extends to social media behavior conducted while attending the conference.

To this end, we expect all participants to support these values, to avoid harassment of others participating in our conferences and other events, and to assist in ensuring that our events are free from harassment of any kind. Persons who act contrary to these values and expectations may be warned or asked to leave the event in which the behavior occurred. They may also be excluded from access to future Keystone Symposia conferences and/or other events, and/or may be subject to other disciplinary or corrective action, at our discretion.

Additionally, equality of opportunity is of utmost importance in the pursuit of scientific discovery and collaboration. Keystone Symposia therefore strives to provide appropriate and effective services without discrimination on the basis of the individual characteristics listed above, as well as geographic place of residence, political views or other criteria protected by U.S. law. Keystone Symposia thoroughly investigates and addresses any breaches of this policy.

Anyone who believes they have experienced any form of harassment or discrimination during our events or who has witnessed such behavior, should immediately notify Keystone Symposia’s CEO or CSO. All reports will be considered confidential.

Dr. James Baumgartner, CEO
jamieb@keystonesymposia.org

Dr. Terry Sheppard, CSO
terrys@keystonesymposia.org

The CEO or CSO assesses each situation on a case-by-case basis and may take appropriate action, including obtaining feedback from both parties and witnesses, when available. Actions at this stage may include barring the accused individual from attending future Keystone Symposia events and may also include informing their employer of the alleged incident of harassment.

Other Options to Report Harassment

As well as notifying the CEO or CSO of harassment or discrimination, attendees may file complaints online through the following resources:

**U.S Department of Health and Human Services
Office for Civil Rights (HHS OCR)**

Information for filing a complaint can be found at:
<https://www.hhs.gov/ocr/about-us/contact-us/index.html>

National Institutes of Health (NIH)

Information for filing a complaint can be found at:
<https://public.era.nih.gov/shape/public/index.era>

Of note, filing a complaint with Keystone Symposia is not required before filing a complaint of discrimination with HHS OCR. Seeking assistance from Keystone Symposia also in no way prohibits filing complaints with HHS OCR. Participants are encouraged to review these resources should they have any questions or concerns.