



NON-HARASSMENT AND CODE OF CONDUCT POLICY FOR EVENT ATTENDEES

Fanconi Cancer Foundation ("FCF" or the "Organization") strives to create welcoming and thriving environments for all in the Fanconi anemia community. This Code of Conduct Policy ("Policy") applies to and is binding upon all participants in FCF events and online groups managed by FCF. By participating in any FCF event or online group, you acknowledge that you have read, understood, and agree to be bound by this Policy.

PURPOSE

FCF is committed to providing a safe, inclusive, and respectful environment for all participants regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, age, religion, nationality, or other protected characteristics. This policy outlines our expectations for behavior and the consequences for unacceptable conduct.

SCOPE

This Policy applies to all participants at any FCF event or activity. This includes the entire duration of events, including all official and unofficial activities, social events, and online interactions before, during, and after FCF programs, including but not limited to attendees, speakers, sponsors, vendors, staff, volunteers, and guests, in all venues—physical and virtual—associated with FCF.

EXPECTED BEHAVIOR

All participants are expected to:

- Treat others with respect and consideration by refraining from demeaning, discriminatory, or harassing behavior and speech.
- Respect each person's personal space. Always ask for and receive permission before touching someone.
- Respect the confidentiality of any information shared, including personal data, and research ideas and data.
- Respect the intellectual property rights of others, giving credit where credit is due and avoiding plagiarism.
- Obey the rules and regulations of the venue, including smoking restrictions and those related to safety, conduct, and behavior.
- Alert FCF staff or Board member(s) if they notice a dangerous situation or someone in distress.

UNACCEPTABLE BEHAVIOR

Unacceptable behaviors include, but are not limited to:

- Violence, threats of violence, or violent language.
- Harassment, intimidation, or discrimination in any form.
- Sexual Harassment
 - Unwelcome requests for sexual favors.
 - Lewd or derogatory comments or jokes.
 - Comments regarding sexual behavior or another person's body.
 - Sexual innuendo and other vocal activity such as catcalls or whistles.
 - Obscene letters, notes, emails, invitations, photographs, cartoons, articles, or other written or pictorial materials of a sexual nature.
 - Repeated requests for dates after being informed that interest is unwelcome.
 - Retaliating against another for refusing a sexual advance or reporting an incident of possible sexual harassment to the FCF or any government agency.
 - Offering or providing favors or employment benefits such as promotions, favorable evaluations, favorable assigned duties or shifts, etc., in exchange for sexual favors.
 - Any unwanted physical touching or assaults, or blocking or impeding movements.
- Sexual Assault is defined as unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat, or intimidation.
- Sexist, racist, ageist, homophobic, transphobic, ableist or otherwise discriminatory jokes and language.
- Posting or threatening to post another person's personally identifying information.
- Verbal abuse of any attendee, speaker, staff member, or other participant.
- Stalking, which often involves following, monitoring, threatening, or contacting someone repeatedly that would cause a reasonable person to feel fear.
- Sustained disruption of talks, presentations, or other activities.
- Display of symbols, slogans, or items associated with hate or intolerance toward any selected group.
- Illegal drug use.
- Advocating for, or encouraging, any of the above behavior.

WEAPONS

Weapons of any kind are strictly prohibited at all FCF events, except as required by law or when carried by law enforcement personnel in the official performance of their duties. Prohibited weapons include, but are not limited to, firearms, explosives (including fireworks), large knives such as those used for hunting or display, and any other item that FCF determines, in its sole discretion, could be used to cause injury or harm to others. Anyone found in possession of prohibited weapons will be immediately removed from the event without a refund and may be reported to law enforcement. All participants must comply with applicable local, state, and federal laws regarding

weapons possession and use. FCF reserves the right to conduct security screening as deemed necessary to enforce this prohibition.

REPORTING AND RESPONSE

If you experience, witness, or become aware of any violations of this Policy or have other concerns, you must promptly report the incident to FCF staff or a Board member. Reports can be made in person or via email to Executive@fanconi.org or HumanResources@fanconi.org. FCF will maintain appropriate records of all reports and their resolution. In cases of imminent danger or criminal activity, participants should immediately contact local law enforcement or call 911. FCF reserves the right to report incidents to appropriate law enforcement authorities when necessary.

All reports will be handled with discretion and, to the extent legally permissible, confidentially. FCF will promptly investigate all reports and take appropriate corrective action. While FCF will strive to maintain confidentiality, absolute confidentiality cannot be guaranteed, particularly where legal obligations require disclosure. The safety and well-being of all attendees is our top priority, and FCF reserves the right to take any necessary immediate action to ensure participants' safety.

CONSEQUENCES OF UNACCEPTABLE BEHAVIOR

FCF reserves the right to take any action deemed appropriate in response to reports of unacceptable behavior. This may include:

- Verbal or written warning.
- Expulsion from the event without a refund.
- Denial of attendance to or participation in future FCF events.
- Notification to local law enforcement or other authorities when necessary.

ACKNOWLEDGMENT

By attending or participating in any FCF event or online group, all participants expressly agree to abide by this Policy and acknowledge that violations may result in the consequences outlined above. FCF reserves the right to modify or update this Policy at any time in its sole discretion. The current version of this Policy will be available on FCF's website, and continued participation in FCF events or activities following any modifications constitutes acceptance of the updated Policy. This Policy does not create any employment relationship between FCF and any participant, nor does it create any rights or benefits beyond those expressly stated herein. FCF expressly disclaims any liability for the actions of third parties that are beyond FCF's reasonable control.