



Policy on Conduct at OPMA Meetings and Events

Purpose and Scope

It is the policy of the Oregon Podiatric Medical Association (“OPMA”) that all participants in OPMA-hosted meetings, events, and activities exhibit respectful, professional, and collegial behavior. This policy applies to attendees, learners, planning committee members, instructors, content authors, moderators, consultants, scientific chairs, board members, staff, exhibitors, and guests at all OPMA meetings, continuing education activities, committee meetings, task forces, receptions, dinners, and social gatherings, whether held in person, virtually, or in a hybrid format.

Consistent with CPME 720, OPMA fosters a professional, respectful, and civil environment that is free from discrimination, sexual and other forms of harassment, mistreatment, abuse, or coercion.

Expected Conduct

Participants are expected to:

- treat others with consideration, respect, and dignity in both speech and actions;
- conduct themselves professionally during formal presentations, discussions, and informal interactions;
- remain mindful of their surroundings and fellow participants at all times; and
- comply with all applicable laws, OPMA policies, and venue or platform rules.

Zero-Tolerance Policy

OPMA maintains a zero-tolerance policy for harassment, inappropriate conduct, or unprofessional behavior at all locations and platforms where OPMA business is conducted. The purpose of this policy is to ensure a safe, respectful, and inclusive environment for all participants.

Unprofessional Conduct

Unprofessional conduct is behavior that is disruptive, disparaging, dishonest, abusive, or otherwise inconsistent with the respectful, professional, and collegial environment OPMA expects at its meetings and events. Unprofessional conduct is prohibited and may subject an individual to disciplinary action whether or not it also constitutes harassment or sexual harassment. OPMA reserves the right to determine, in its sole discretion, whether conduct violates this policy.

Examples of unprofessional conduct include, but are not limited to:

- making disparaging, false, or defamatory statements about OPMA, its leadership, staff, volunteers, exhibitors, sponsors, or other participants;
- engaging in behavior that creates a hostile, toxic, or unwelcoming atmosphere for attendees, exhibitors, or staff;
- interfering with the orderly conduct of an event, presentation, or the exhibit hall; and

- otherwise undermining the professional, respectful, and collegial character of a OPMA activity.

Definition of Harassment

Harassment is unwelcome verbal, physical, or visual conduct that denigrates or shows hostility toward an individual based on race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, marital status, citizenship, veteran status, or any other characteristic protected by applicable law.

Harassment includes conduct that:

- creates an intimidating, hostile, or offensive environment;
- unreasonably interferes with an individual's participation in OPMA activities; or
- otherwise adversely affects an individual's ability to engage in OPMA events.

Examples of prohibited conduct include, but are not limited to:

- epithets, slurs, or negative stereotyping;
- threatening, intimidating, or hostile behavior;
- derogatory jokes or comments; and
- written, electronic, or visual materials that demean or show hostility toward individuals or groups.

Sexual Harassment

Sexual harassment is a form of discrimination and is strictly prohibited. It includes:

- unwelcome sexual advances or requests for sexual favors;
- verbal, physical, or visual conduct of a sexual nature that creates an intimidating, hostile, or offensive environment; or
- conduct that interferes with an individual's participation in OPMA activities.

Examples may include sexual propositions, suggestive comments or gestures, inappropriate remarks about appearance, electronic or virtual harassment (including in chat or video platforms), and unwelcome physical contact.

Retaliation

Retaliation in any form against any individual is strictly prohibited. This protection extends to any participant, attendee, exhibitor, guest, volunteer, OPMA staff member, officer, or Board member who, in good faith, reports a possible violation of this policy, files a complaint, provides information, serves as a witness, participates in an investigation, makes or supports a decision regarding enforcement of this policy, or otherwise assists in addressing a concern. Prohibited retaliation includes, but is not limited to, intimidation, threats, harassment, exclusion, disparagement, or any other adverse action directed at such an individual. All complaints will be handled promptly and, to the extent reasonably possible, confidentially.

Reporting and Investigation

Any individual who experiences or witnesses conduct that may violate this policy is encouraged to report the incident promptly to:

- the OPMA Executive Director; and/or
- the presiding officer(s) of the meeting or event.

Reports will be reviewed and investigated by the Executive Director or a designated representative. When possible, investigations will occur during the event to allow for immediate action. If necessary, investigations may continue following the event, with findings reported to the OPMA Board of Directors.

Disciplinary Action

If a violation of this policy is determined, OPMA may take immediate action to protect participants, including removal from the event without warning or refund. The OPMA Board of Directors may impose additional disciplinary or corrective actions, including but not limited to:

- prohibiting attendance at future OPMA events;
- removal from leadership roles, including roles related to the planning, presentation, or evaluation of continuing education activities;
- restricting future participation in OPMA activities;
- notifying an individual's employer or sponsoring organization;
- initiating proceedings in accordance with OPMA bylaws; or
- referral to law enforcement, when appropriate.

Acknowledgment of Policy

As a condition of participation in OPMA meetings, events, and activities, all participants are required to acknowledge and agree to comply with this Policy on Conduct and any associated disciplinary procedures. Individuals serving in leadership roles within OPMA, and those involved in the planning, presentation, or evaluation of continuing education activities, may be required to formally acknowledge and adhere to this policy as part of their responsibilities.