

AACR Safety Plan/Code of Conduct for the 16th AACR Conference on The Science of Cancer Health Disparities in Racial/Ethnic Minorities and the Medically Underserved

Statement of Commitment to Provide a Safe Environment

The AACR is committed to a safe, hospitable, and productive environment for all conference participants, regardless of age, disability, ethnicity, gender, religion, or sexual orientation.

Expectations of Behavior

The AACR prohibits intimidating, threatening, or harassing conduct of any kind. This applies to all conference participants—attendees, presenters, exhibitors, staff, vendors, etc.

Behaviors that are considered harassment include, but are not limited to:

- sexual advances, unwelcome attention, or inappropriate physical contact,
- offensive remarks, slurs, or derogatory language whether verbal or written related to race, ethnicity, nationality, gender, sexual orientation, religion, disability, or any other protected characteristic,
- intimidation, stalking, or following someone without their consent,
- disruption of talks, events, or activities,
- engaging in harmful online actions directed at an individual or group, AND
- any other behavior that creates an intimidating, hostile, or offensive environment for others.

The AACR expects all participants to communicate professionally and constructively, handling dissent and disagreement with courtesy, dignity, and an open mind, being respectful when providing feedback, and being open to alternate points of view. Furthermore, the AACR expects participants to share information about our programs responsibly and clearly distinguish individual opinion from fact.

Contact Information for Complaints:

Individuals with questions, concerns, or complaints related to harassment are encouraged to contact the Lyngine Calizo (Associate Director, Scientific Programs) at lyngine.calizo@aacr.org. To file an anonymous complaint, please call 215-446-7265. The Associate Director of Scientific Programs will alert the Senior Director of Scientific Programs, Senior Managing Director of Meetings, Chief Financial Officer, and CEO to any reported complaints, who will review complaints that require action.

Additionally, individuals who have questions, concerns, or complaints related to harassment are encouraged to contact the HHS Office for Civil Rights (OCR) directly. Filing a complaint with the AACR is not required before filing a complaint of discrimination with HHS OCR. In addition, seeking assistance from the AACR does not in any way prohibit or discourage individuals from filing complaints with HHS OCR. Information on filing a complaint with HHS OCR can be found on the OCR's webpage, [Filing a Civil Rights Complaint](#).

Conference attendees may also notify NIH (National Institutes of Health) about concerns of harassment, including sexual harassment, discrimination, or other inappropriate conduct at NIH-supported conferences. Information on how to seek help can be found on [NIH's Find Help webpage](#).

Assessment of Allegations and Consequences:

Upon receiving a report, the AACR will promptly assess the allegations and investigate the incident impartially. If a violation is confirmed, appropriate actions will be taken based on the severity of the offense. Consequences for those found in violation may include, but are not limited to, warning, expulsion from the conference without refund, and banning from future events organized by us.

Communication Strategy and Documentation:

The Safety Plan will be posted on the conference website and provided to all registered attendees via email before the event. Additionally, the Safety Plan will be included on the conference virtual platform for reference during the event.

All reports of alleged violations and the subsequent actions taken will be documented securely and maintained for reference and future improvements to our safety protocols. Confidentiality will be upheld during this process.

Ensuring a Safe and Respectful Environment:

To ensure a safe and respectful environment, the conference organizers will:

- Collaborate with venue staff and security to address safety concerns promptly
- Implement visible identification badges for all registrants to encourage accountability and create a sense of security.
- Designate staff members identifiable by badges to assist attendees and handle reports discreetly.
- Implement procedures for handling emergency situations or safety threats
- Regularly review and update the Safety Plan to address any emerging concerns or best practices in conference safety.

By adhering to this Safety Plan, we aim to create a safe environment for all conference participants.