



APLA promotes the interests of libraries in the Atlantic Provinces while fostering the development of librarians, library technicians and information professionals through cooperation.

APLA Event Code of Conduct

Introduction

The Atlantic Provinces Library Association (APLA) is proud of the professional development that occurs each year during the APLA Conference. APLA's mission is to promote the interests of libraries in the Atlantic Provinces while fostering the development of librarians, library technicians, and information professionals through cooperative efforts and the promotion of library interests.

APLA is dedicated to providing a positive event experience for all participants and expects attendees, speakers, exhibitors, volunteers, and staff to show respect and courtesy toward one another at all conference and conference-related events. We value ideas, thoughts and expression, and we appreciate new pedagogy when delivering workshops and sessions. Discriminatory language and imagery is not appropriate for any event venue, including talks, workshops, sessions, or any community event online or in a face-to-face environment.

Purpose

We do not tolerate harassment in any form. Harassment is understood as any behaviour that threatens another person or group, or produces an unsafe environment. It includes offensive verbal comments or non-verbal expressions related to gender, gender identity, gender expression, sexual orientation, disability, physical appearance, body size, race, age, religious beliefs, sexual or discriminatory images in public spaces (including online), deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention.

Participants asked to stop any harassing behaviour are expected to comply immediately. If a participant engages in harassing behaviour, the conference organizers may take any action they deem appropriate, including warning the offender or expulsion from the conference with no refund. We expect participants to follow these rules at conference and workshop venues and conference-related social events.

Procedures

If you are being harassed, notice that someone else is being harassed, or believe that this code of conduct has been breached in any way, please contact a member of the conference staff immediately. Conference staff will be identified at the beginning of each session and will be located at the conference registration desk. If you believe someone is in physical danger, please notify appropriate law enforcement first.

Conference staff will be able to help participants contact hotel/venue security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe for the duration of the conference.

Conference Staff Procedure for Handling Harassment Reports

If there is a general threat to attendees or the safety of anyone is in doubt, summon hotel/venue security or police immediately.

If an incident is reported that does not pose an immediate threat, gather the following information about the incident:

- Name of participant doing the harassing
- Names of other people involved in the incident
- Behaviour that was in violation
- Approximate time of the behaviour
- Circumstances surrounding the incident

If an incident is reported to conference staff, meet with the conference chair and/or event coordinator to determine whether action is required. Possible actions that may be required include:

- Informing the alleged harasser of what has been reported and allowing him/her to provide their side of the story;
- Warning the harasser to cease the behaviour;
- Requiring that the harasser avoid any interaction with and/or physical proximity to the victim for the remainder of the event;
- Ending a talk early that violates the code of conduct;
- Not publishing the video or slides of a talk that violated the code of conduct;
- Not allowing a speaker who violated the code of conduct to give further talks at the event or future APLA events;
- Immediately ending any event responsibilities or privileges the harasser holds;
- Requiring that the harasser not participate in future APLA events;
- Requiring that the harasser immediately leave the event and not return;
- Removing the harasser from APLA membership.

Only permanent resolutions, such as bans, may be appealed. To appeal a decision, send an email to the current APLA President. Contact information can be found at [APLA Contact Us](#).

*This Event Code of Conduct was accepted by the membership at the OGM 2017 in Charlottetown, and reaffirmed at the OGM 2018 in Fredericton. It was adapted from the Ontario Library Association Code of Conduct for OLA Events and the PyCon 2016 Code of Conduct which is licensed under a Creative Commons Attribution 3.0 Unported License