



Event Behavior Guidelines

VHF Event Behavior Guidelines

Approved October 6, 2024

The Virginia Hemophilia Foundation (VHF) is committed to creating a welcoming and inclusive environment for all members of the inherited bleeding disorders community. VHF appreciates and values individual differences and welcomes diversity in its broadest definition. VHF expects all event participants, including attendees, exhibitors, vendors, staff, volunteers, and other VHF stakeholders, to adhere to the VHF Event Behavior Guidelines. This applies to both in-person and virtual participation, as well as online and social media interactions. Go [here](#) to view our social media guidelines.

VHF is Committed to a Positive and Inclusive Environment at Events

VHF events are designed to provide a safe and supportive space for the exchange of information and resources intended to help improve the quality of life for all members of the inherited bleeding disorders community. When participants attend a VHF event, they have the right to:

- Access information and services without hindrance.
- A secure and non-threatening environment within which they can share interests and ideas and participate in open and respectful dialogue.
- Feel safe and secure from potentially threatening language, actions or activities
- Safety from demeaning, bullying, discriminatory, or harassing behavior and speech.

Unacceptable Behavior

VHF has a zero-tolerance policy for any form of harassment, discrimination, or bullying at events. This includes, but is not limited to:

- Intimidation in any form.
- Physical or verbal abuse, or uninvited attention or contact.
- Discrimination, harassment, or retaliation as defined by the [U.S. Equal Employment Opportunity Commission](#).
- Sustained disruption of presentations or event sessions.
- Any other conduct deemed inappropriate and/or that may jeopardize the success of the event, VHF's reputation and goodwill, or the positive experience of any other participant.

Expected Behavior

To foster a positive and productive environment, we expect all participants to:

- Treat others with kindness and dignity, use professional language and avoid insults.
- Respect others' personal space and physical boundaries.

Event Behavior Guidelines

- Be open-minded about differing viewpoints and experiences. Critique ideas, not people, and be courteous when expressing your opinion.
- Maintain the confidentiality of all participants by not sharing information, personal details or third-party content (i.e. presentations at meetings, video, photos, etc.) without permission. Posting confidential information to social media is a violation of these expectations.
- Adhere to applicable laws and regulations.

Reporting and Resolution

If you experience or witness any instances of bullying, harassment, discrimination, or inappropriate behavior, or violation of any of the event behavior guidelines, please report it immediately to the VHF Executive Director or Board President or Members of the Board of Directors. All reports will be kept confidentially to the greatest extent possible and investigated promptly.

VHF will take appropriate action to address violations of the behavior guidelines, which may include verbal warnings, expulsion from the event, prohibition from participation in future meetings, or other disciplinary measures. Retaliation against individuals who report incidents is strictly prohibited.