

CODE OF CONDUCT

Before Leaving Home:

- Follow relevant guidance provided by the Centers for Disease Control and Prevention (CDC), or your local health authority.
- Adhere to government-issued travel restrictions and guidance issued by the region you will be traveling to and the region you are traveling from.
- Evaluate your own health and that of people you are in close contact with; contact the IAFE if you have concerns.
- Stay home if you feel sick.

On Site During the Convention:

- Follow guidance from the local health authority, for everyday preventive actions to help prevent the spread of respiratory viruses including:
 - Washing hands often with soap and water for at least 20 seconds, or an alcohol-based sanitizer with at least 60% alcohol.
 - Avoiding touching eyes, nose, and mouth with unwashed hands.
 - Covering your nose and mouth when coughing or sneezing. Throw used tissues in the trash.
 - Cleaning and disinfecting frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Agree to have your temperature taken before entering the meeting/event venue, if required by the IAFE.
- Agree to wear a mask or facial covering, if required by the IAFE.
- Adhere to social distance protocols put in place by the IAFE and respect others' personal space.
- Go to the Henry B. Gonzalez Convention Center First Aid office (or equivalent) at any time, if you feel unwell or are experiencing flu-like symptoms.

- Do not bring any signage to be displayed into sessions.
- Do not attack others. The discussions during all sessions are meant to stimulate the exchange of information not to create contention. Let others have their say, just as you may.
- Do not make written or oral statements that advertises, promotes or make offers or are a call to action relating to any product or service.
- Do not make written or oral statements that infringe copyrights or trademarks, that are defamatory, abusive, profane, threatening, offensive, harassing or bullying, or that are related to gender, sexual orientation, disability, physical appearance, body size, race, religion, or national origin.
- Do not make written or oral statements that either expressly or impliedly lead to price fixing, a boycott of another's business, or other conduct intended to illegally restrict free trade. Do not make written or oral statements that encourage or facilitate an agreement about the following subjects: prices, discounts, or terms or conditions of sale; salaries; profits; profit margins, or cost data; market shares, sales territories, or markets; allocation of customers or territories; or selection, rejection, or termination of customers or supplies.
- Do not write or say anything that you would not want the world to see or that you would not want anyone to know came from you. Many of the sessions streamed as they occur and will be recorded for use and publication by the IAFE following the close of the convention.
- Be courteous and respectful to others at all times.

Post-event

- Based on current contact tracing advice from many health authorities, if you test positive for COVID-19 up to 14 days after returning home, please contact the IAFE to advise them.

Legal Principles

The IAFE Convention is provided as a service of IAFE. By participating in the Convention and speaking or making written statements during the proceeding of the Convention you grant to IAFE the nonexclusive, world-wide, transferable right and license to display, copy, publish, distribute, transmit, print, and use that information or material in any way and in any medium, including but not limited to print or electronic form.

The IAFE reserves the right to remove any content from recordings of sessions that does not comply with this Code of Conduct. The IAFE may remove from participation or deny participation in the convention proceedings anyone who in the sole discretion of the IAFE Staff is deemed to be in violation of this Code of Conduct. You understand and agree that if the IAFE Staff takes such action that you will not be entitled to receive a refund of your registration fee.