

# Humanitarian Disarmament Forum Code of Conduct

The Humanitarian Disarmament Forum strives to create and protect safe spaces for people, online and in person. We aim to ensure all people are treated with respect and dignity, and all participants can partake in the Humanitarian Disarmament Forum free of intimidation, discrimination, or hostility — regardless of gender identity and expression, sexual orientation, nationality, origin, race, ethnicity, religion, age, disability, or physical appearance. We do not tolerate harassment in any form.

This Code of Conduct embodies our commitment to uphold these principles and outlines our expectations and our responses to violations of the Code of Conduct. Participants' conduct in the Humanitarian Disarmament Forum impacts the image of the humanitarian disarmament community as a whole. All participants, partners, and supporters of the Humanitarian Disarmament Forum are expected to read, understand, and abide by this Code of Conduct. Anyone who is found to have violated this policy may be asked to leave Humanitarian Disarmament Forum spaces, online and in person.

This Code of Conduct applies in all Humanitarian Disarmament Forum programs, events, and spaces, including websites, mailing lists, messaging platforms, social media platforms, and convenings such as webinars, plenaries, breakout sessions, and affinity groups, both online and in person. The Humanitarian Disarmament Forum Support Team makes decisions on the basis of reported behaviour taking place at Humanitarian Disarmament Forum spaces that violate the Code of Conduct and its values.

We acknowledge that it takes courage and vulnerability to report cases of harassment or violations of the Code of Conduct, and understand that some participants of the Humanitarian Disarmament Forum are at greater risk of experiencing harassment and face more barriers to speaking out against it. We commit to creating structures and spaces to report harassment or need for support, and will make efforts to create safer spaces within the Humanitarian Disarmament Forum. Please reach out to us at [hdf@stopkillerrobots.org](mailto:hdf@stopkillerrobots.org) for any questions or feedback you may have about our Code of Conduct.

## Participant Contract

As a participant of the Humanitarian Disarmament Forum, I agree to:

1. Behave in a considerate and respectful manner towards all other participants, partners, and supporters of the Humanitarian Disarmament Forum at all times and refrain from language and actions that might bring discredit upon myself, my organization, my country, and the Humanitarian Disarmament Forum, committing that:
  - I will not participate in harassment of any kind. Harassment is any verbal, nonverbal, or physical conduct designed to threaten, intimidate, silence, or coerce. Harassment includes but is not limited to:
    - Offensive or unwelcome comments, including epithets, slurs, negative stereotyping, and discriminatory remarks disguised as humor, based on gender identity and expression, sexual orientation, race, ethnicity, religion, age, disability, or physical appearance;
    - Distribution, display, or discussion of written or graphic material that ridicules, insults, or shows hostility or disrespect toward an individual or group because of gender identity and expression, sexual orientation, race, ethnicity, religion, age, disability, or physical appearance;

- o Deliberate “outing” of any aspect of a person’s identity without their consent;
  - o Deliberate misgendering or use of rejected names;
  - o Intimidation or silencing, including sustained and deliberate disruption of discussion;
  - o Stalking or following, including repeated one-on-one communication despite requests to cease, unwanted photography or recording, and tracking and logging online activity without consent;
  - o Failure to safeguard confidential or privately shared information, including publication of private communication without consent;
  - o Attempts at intimidation, retaliation or retribution to someone who has filed or responded to a report of discrimination or harassment or violation of the Code of Conduct.
- I will not participate in sexual harassment, including but not limited to:
    - o Exchange money, offers of employment, employment, goods, or services for sex;
    - o Unwelcome sexual attention, including innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, lewd remarks and obscene gestures, and requests for sexual favors (including repeated and unwelcome requests for dates);
    - o Distribution, display, or discussion of any sexually suggestive written or graphic material, including emails, photos, text messages, and tweets, that is gratuitous, off-topic, or shows hostility or disrespect toward an individual or group;
  - I will not abuse or exploit children under the age of 18 in any way, including engaging in sexual activity with children under the age of 18.
  - I will not physically abuse another person, or participate in unwelcome physical contact including inappropriate touching, tickling, pinching, petting, brushing up against, hugging, cornering, kissing, fondling, and forced sexual intercourse or assault.
  - I will not encourage, support or assist violations of this Code of Conduct.
2. Not consume alcoholic beverages to a level of intoxication where I am not able to control my behaviour and conduct myself in a courteous and respectful manner while participating in the Humanitarian Disarmament Forum. Not consume or possess illegal narcotics of any form under any circumstances while participating in the Humanitarian Disarmament Forum.
  3. Be responsible for my own actions at all times.

In the event of a violation of this Code of Conduct I accept that:

1. After carefully considering factors such as the content, nature, and threat level of the incident, and evaluating the available information, the Humanitarian Disarmament Forum Support Team will determine a course of action, including deciding whether and which response is appropriate. Potential responses include warnings or ‘calling in’ of behaviour; denying funding and support; removing a participant from an event or platform; or banning a participant from future events or platforms. If a response or the timing of it puts the safety and confidentiality of the reporting individual(s) at risk, our team will take that into consideration and prioritize preventing further harm.
2. The Humanitarian Disarmament Forum Support Team will immediately take any steps necessary to ensure the safety of the reporting individual(s), and of all participants of the Humanitarian Disarmament Forum, which may include: taking the reporting individual(s) to a safe location; calling law enforcement, medical services, and other emergency services; and/or asking the violator(s) of

the Code of Conduct to leave the meeting venue, both online or in person.

3. My organization may be notified of the violation and proposed course of action.
4. Support may be withdrawn from me to attend the event, and I may not be invited to future events.
5. The Humanitarian Disarmament Forum and its organizers the Campaign to Stop Killer Robots and Soka Gakkai International are not liable or responsible for any legal actions brought against me by government authorities. I will be responsible for all legal costs in such circumstances.

I have read carefully and understand the Humanitarian Disarmament Forum Code of Conduct. By participating in this Humanitarian Disarmament Forum I hereby agree to abide by its requirements and commit to upholding the standards of conduct required.

### **How to contact us about a violation**

If you are being harassed by a participant, partner, or supporter of the Humanitarian Disarmament Forum, or notice that someone else is being harassed, have concerns about violations of the Code of Conduct, or need to talk to someone about how you are feeling in relation to discussions, interactions, or behaviour at the Humanitarian Disarmament Forum, please contact us as soon as possible.

The organizers of the Humanitarian Disarmament Forum have designated individuals responsible for receiving and responding to reports of violations of the Code of Conduct and providing safer spaces for support and discussion to participants triggered in any way by the Humanitarian Disarmament Forum.

- **Contact us in person:** You can reach out to anyone on our [Humanitarian Disarmament Forum Support Team](#) via email, WhatsApp, or Direct Message on the Community Hub or Humanitarian Disarmament Forum virtual event platform. We will work to ensure your safety, privacy, and the confidentiality of the report itself and the information that you are sharing.
- **Contact us via email:** You can share information via email at [hdf@stopkillerrobots.org](mailto:hdf@stopkillerrobots.org). Again, what you share will be received by the Humanitarian Disarmament Forum Support Team.
- **Contact us anonymously:** You can do this by submitting this [form](#).

In each of these cases, you have the option of providing your contact information if you would like to be available for further follow-up, or to be kept informed of any actions that have been taken.

We understand that talking about an incident that you experience or witness can be emotional, intimidating, or upsetting. We will make every effort to provide support and response with sensitivity, empathy, and respect. We encourage you to share information in any way that makes you feel comfortable.

### **Who is on our Humanitarian Disarmament Forum Support Team**

All members of the Humanitarian Disarmament Forum Support Team are available to help if you want to report an incident, or talk to someone about an experience you have had related to the Humanitarian Disarmament Forum. Everyone on the Humanitarian Disarmament Forum Support Team is empowered to take immediate steps to stabilize a situation.

The Humanitarian Disarmament Forum Support Team will also consult with members of the Humanitarian Disarmament Forum's organizing team if that is necessary for resolution. If anyone responding to an incident is involved in the violation of the Code of Conduct -- or we identify any other conflict of interest -- that team member will be recused from handling the incident. In such an instance, we will only share information that is necessary for appropriate guidance, and strictly uphold the confidentiality and privacy of the reporting individual(s).

### **Confidentiality**

During and after the report handling process, The Humanitarian Disarmament Forum Support Team and those involved will protect the confidentiality of the information we receive, the privacy of the individuals involved, and the wishes of the reporting individual(s) insofar as is legally possible, and as is compatible with the safe implementation of the chosen response and protection of all participants. In addition, any notes or documents written by or received by the person(s) conducting the report handling process will be kept confidential to the extent possible and according to any applicable existing state or federal law.