

## **AWARE Events: Anti-Harassment Policy**

We aim to provide a safe, respectful and harassment-free environment for everyone involved regardless of age, sex, gender identity and expression, sexual orientation, (dis)ability, race, ethnicity, nationality, religion, marital status, HIV and health status, employment status, pregnancy and family responsibilities. We want every participant to feel welcome, included and safe at AWARE's events ("Event"), online and offline.

### **Harassing behaviour**

We do not tolerate harassment of Event participants. Harassment is any unwelcome, unwarranted and uninvited conduct or behaviour by an individual that:

1. discomfits, demeans, humiliates, insults, threatens, intimidates, alarms, distresses, offends, bullies, coerces, exploits or otherwise violates the dignity of another individual; or
2. creates an intimidating, abusive, hostile, degrading, humiliating, offensive or unfavourable environment for the participants

Some examples of harassment include:

- a. Verbal abuse, lewd remarks or bullying
- b. Deliberate intimidation or stalking, both in person and online
- c. Non-consensual photography or recording that causes others to feel uncomfortable or offended
- d. Distribution or display of offensive or inappropriate messages, images or other material whether private or public
- e. Inappropriate physical contact
- f. Unwelcome sexual attention
- g. Advocating for, or encouraging, any of the above behaviour

### **Scope of policy**

This anti-harassment policy applies to all participants of the Event, including organisers, guests, panelists and volunteers. All participants are expected to comply with this policy at all event venues, online or offline, and event-related social activities. For the policy to apply, the harassment must have been carried out:

- a) During the Event or in the context of organising of the Event
- b) Outside the context of the Event, but has or will have continuing adverse effects on the affected parties (subject of the harassment or witnesses)

### **Reporting harassing behaviour**

Anyone witnessing or subject to harassing behaviour can notify the AWARE staff member organising the event or email Shailey at [shailey.hingorani@aware.org.sg](mailto:shailey.hingorani@aware.org.sg). For complaints made against staff, please email HR at [operations@aware.org.sg](mailto:operations@aware.org.sg).

In cases where a report is made by a witness, AWARE will only proceed to take action: a) if the participant subjected to the harassment consents to this; b) AWARE takes the view that there is imminent harm or risk to that participant or other participants

You can make an anonymous report [here](#). We can't follow up on an anonymous report with you directly, but all reports will be treated seriously, kept as confidential as possible and investigated fully. AWARE will also take necessary action to prevent a recurrence.

## **Confidentiality**

AWARE shall treat complaints with the highest level of confidentiality. While discretion will be maintained:

- a) Information may be shared with other persons on a need-to-know basis in order to assist in the review and resolution of the matter. Even where sharing is required, the names and details of the parties involved should be kept confidential as far as possible.
- b) AWARE may share information with other parties, as necessary, in an emergency situation where it has sufficient reason to believe that the complainant or other parties are at imminent risk and such disclosure of information is necessary to address the situation.

## **Consequences of harassing behaviour**

Event participants violating these rules may be sanctioned or expelled from the event at the discretion of AWARE, which retains the right to take any actions to ensure or restore the safety of the conference environment for all its participants.

In addition, AWARE also reserves the right to refer harassing behaviour to the appropriate authorities, including but not restricted to, campus security and law enforcement.

AWARE will take reasonable action to ensure the safety of all participants, but it does not have a duty to investigate and discipline anyone.