

# CFG's Code of Conduct

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Charity Finance Group's community connects people with a common agenda, cause, and interests, who collaborate by sharing ideas, information, and resources. It is of utmost importance to CFG that each and every person participating in our community has a positive and rewarding experience. We ask all participants to support a safe, respectful, and positive experience for everyone.

CFG has established this code of conduct to set out our expectations to community participants, to ensure that all participants understand what behaviour is expected, and what behaviour will not be tolerated. We expect all community participants to abide by this code of conduct, whenever, wherever and however they are taking part in CFG's activities. This includes our in-person and online events and conferences, training courses, discussion forums, special interest groups and other activities.

We are dedicated to providing a harassment-free and inclusive experience for everyone, regardless of their age, gender reassignment, being married or in a civil partnership, being pregnant or on maternity leave, disability, race including colour, nationality, ethnic or national origin, religion or belief, sex and/or sexual orientation.

## Expected behaviour

We expect that community participants will:

- be considerate and respectful to all community participants.
- refrain from demeaning, discriminatory, or harassing behaviour.
- speak up if they observe anything that conflicts with this code of conduct.

## Unacceptable behaviour

Unacceptable behaviour from any community participant will not be tolerated.

Unacceptable behaviour includes, but is not limited to:

- Intimidating, harassing, abusive, discriminatory, derogatory, or demeaning speech, materials, or conduct by any participant
- Violence, threats of violence, or violent language directed against any other person
- Sexist, racist, homophobic, transphobic, or otherwise discriminatory 'jokes' and language
- Personal insults
- Inappropriate photography or recording

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- Taking photos for use on social media, without the prior permission of the individuals or owners of the content therein.
- Any boisterous, lewd, or offensive behaviour or language, including but not limited to using sexually explicit or offensive language, materials or conduct, or any language, behaviour, or content that contains profanity, obscene gestures, or racial, religious, or ethnic slurs.
- Failure to obey any rules or regulations of the event venue, for in-person events.

## Consequences of unacceptable behaviour

Unacceptable behaviour will not be tolerated. Anyone asked to stop unacceptable behaviour must comply immediately.

If a community participant engages in unacceptable behaviour, CFG may take any action it deems appropriate, including warning or expelling the person from the event with no refund. Depending on the nature of the incident or pattern of behaviour, we may, at our discretion, temporarily or permanently ban a participant from our community.

## What to do if you are subjected to or witness unacceptable behaviour

If you are subjected to unacceptable behaviour, notice that someone else is being subjected to unacceptable behaviour, or have any other concerns, please notify CFG staff or contact the CFG CEO as soon as possible.

For in-person events, CFG staff will be available to assist those experiencing unacceptable behaviour to feel safe for the duration.

If for any reason you are unable to do so at the time of the incident, please contact a member of the CFG staff as soon as you can afterwards and provide details of what happened and who was involved. All reports will remain completely confidential.