

**American Chemical Society**

**Volunteer Local Meeting/Event Attendee Conduct Policy**

One of the key strengths of the ACS has been the enduring and varied contributions made by its thousands of dedi-cated volunteers.

Another unassailable strength of the ACS is its local meetings and events program. ACS local meetings/events offer scientific professionals a legitimate platform to present, publish, discuss, and exhibit research discoveries and technologies in chemistry and its related disciplines in a local setting. Furthermore, ACS local meetings/events facilitate networking opportunities, career development and placement, and provide organizations with opportunities to exhibit products and services to targeted audiences.

The Society’s Congressional Charter explicitly lists among its objectives “the improvement of the qualifications and usefulness of chemists through high standards of professional ethics, education and attainments....” The ACS expects its volunteers and local meeting/event attendees to display the highest qualities of personal and professional integrity in all aspects of their ACS-related activities. Indeed, every chemical professional has obligations to the public, to volunteer and staff colleagues, and to science.

Accordingly, and to foster a positive environment built upon a foundation of trust, respect, open communications, and ethical behavior, the Committee on Local Section Activities (LSAC) recommends this Conduct Policy. It applies to ACS Volunteers, i.e., it applies to individuals conducting the business and affairs of the ACS without compensation for that conduct. It also applies to attendees at ACS local meetings/events and is consistent with the policy issued by the ACS Board of Directors for volunteers at ACS National Meetings. Volunteers and meeting/event attendees should at all times abide by this Conduct Policy. Specifically:

1. Volunteers should understand and support ACS’s vision and mission.
2. Volunteers and local meeting/event attendees should contribute to a collegial, inclusive, positive, and respectful environment for their fellow volunteers and attendees, as well as for other stakeholders, including meeting vendors and ACS staff, when present.
3. Volunteers and local meeting/event attendees must avoid taking any inappropriate actions based on race, gender, age, religion, ethnicity, nationality, sexual orientation, gender expression, gender identity, marital status, political affiliation, presence of disabilities, or educational background. They should show consistent respect to colleagues, regardless of the level of their formal education and whether they are from industry, government or academia, or other scientific and engineering disciplines.
4. Volunteers and local meeting/event attendees should interact with others in a cooperative and respectful manner. Volunteers and local meeting/event attendees should refrain from using insulting, harassing, or otherwise offensive language in their ACS interactions. Disruptive, harassing, or inappropriate behavior toward other volunteers, stakeholders, or staff is unacceptable. Personal boundaries set by others must be observed. Harassment of any kind, including but not limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment will not be tolerated.
5. Volunteers must obey all applicable laws and regulations of the relevant government authorities while acting on behalf of the ACS. Likewise, local meeting/event attendees must obey all applicable laws and regulations of the relevant government authorities while attending ACS meetings or events. Volunteers and local meeting/event attendees alike should also ensure that they comply with all applicable safety guidelines relating to public chemistry demonstrations.
6. Volunteers and local meeting/event attendees should only use ACS’s trademarks, insignia, name, logos, and other intellectual property in compliance with ACS regulations and directives as may be issued from time to time.
7. Attendees who participate electronically, either fully or in part, in local meetings and events are expected to comply with this Conduct Policy.
8. Violations of this Conduct Policy should be reported promptly to the local section officials, who may in turn report violations to the ACS Secretary and General Counsel or to the Chair of the ACS Board of Directors. In cases of alleged persistent and/or serious violations of this Conduct Policy, the Board shall review the evidence and shall take such actions as may be appropriate, including but not limited to requiring volunteers to leave their volunteer position(s); precluding volunteers from serving in Society volunteer roles in the future; requiring local meeting attendees to leave the meeting; and, precluding meeting attendees from attending future ACS meetings. ACS, through its Board of Directors, reserves the right to pursue additional measures as it may determine are appropriate.

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