

International Society of Biomechanics in Sports Code of Conduct

The International Society of Biomechanics in Sport (ISBS) is committed to providing an environment that fosters open dialogue and exchange of scientific ideas, including a harassment-free experience for everyone at ISBS events. It is policy of ISBS that all participants, including attendees, vendors, ISBS representatives, volunteers, and all other stakeholders in ISBS activities, both in-person and virtual interactions, will conduct themselves in a professional manner that is welcoming to all participants and free from any form of discrimination, intimidation, harassment, or retaliation. Participants will treat each other with respect and consideration to create a collegial, inclusive, and safe professional environment at ISBS activities. Creating a supportive environment to enable discourse at ISBS activities is the responsibility of all participants. Participants will avoid any inappropriate actions or statements based on individual characteristics such as age, race, ethnicity, disability, gender identity, gender expression, political affiliation, religion, or sexual orientation, or any other personal characteristic. Disruptive or harassing behavior of any kind will not be tolerated. Participants in ISBS sponsored events violating these rules may be sanctioned or expelled from the event. Violations of this code of conduct should be reported as soon as is practicable to ISBS event organizers or any member of the ISBS Executive Council [<https://isbs.org/about-us/officers>]. Further details regarding reporting of conduct violations are mentioned below. Any form of retaliation is a violation of this policy regardless of whether the allegation of unacceptable conduct is substantiated. This code of conduct can be found at: [<https://isbs.org/about-us/code-of-conduct>].

All members of and/or participants in ISBS events shall:

- Honor and respect the field of biomechanics in sport by conducting oneself responsibly, ethically, and lawfully.
- Participate in respectful scientific debate.
- Hold paramount the safety, health and welfare of the public.
- Uphold academic integrity and provide truthful, accurate, relevant, and evidence-based information based upon competence in the subject matter and knowledge of the facts and disseminate without deception.
- Abide by the basic principles of respect of persons, beneficence and justice and comply with regulations in accordance with each person's institutional review board.
- Endeavor to increase the knowledge in the discipline and within reasonable limits of time and finance, shall make available that knowledge, skill, and training to the public for the benefit of all.
- Disclose any conflicts of interest and review the professional work of others fairly and in confidence.
- Recognize the contributions of others and not associate or allow the use of their name on enterprise known to be illegal, fraudulent or of questionable character.
- Participate in activities contributing to the improvement of the biomechanics in sport community.

Inappropriate actions or statements based on individual characteristics such as age, race, ethnicity, disability, gender identity, gender expression, political affiliation, religion, sexual orientation, or any other personal characteristic, or other disruptive or harassing behavior of any kind will not be tolerated. Harassment is defined as inappropriate and unwelcome conduct that is based upon a person's age, race, ethnicity, disability, gender identity, gender expression, political affiliation, religion, sexual orientation, or any other personal characteristic, and unreasonably interferes with the person's work or academic

performance or participation in university activities, or creates a working or learning environment that a reasonable person would find hostile, threatening or intimidating. If an ISBS member believes a crime has been committed, please contact the local authorities immediately instead of following the ISBS reporting procedure in this Code of Conduct.

Harassment can occur even if one person does not have institutional or leadership power over the other.

Harassment includes, but is not limited to:

- Verbal comments related to person's age, race, ethnicity, disability, gender identity, gender expression, political affiliation, religion, sexual orientation, or any other personal characteristic.
- Sustained disruption of talks or other events.
- Deliberate intimidation, stalking, or following.
- Inappropriate photography or recording.
- Sexual images in public spaces.
- Inappropriate physical contact.
- Unwelcome sexual attention.
- Forceful pressuring to behave in a certain way (e.g. consume alcohol).
- Advocating for, or encouraging, any of the above behavior.

Other, subtler types of behavior can also undermine a positive environment. These types of behavior may also violate the community standards and are unacceptable. Some examples include:

- Making dismissive or negative gestures when someone is speaking.
- Talking over, cutting off, butting in, or discounting another person's contributions.
- Refusing to speak to another person during conference events.

Not all behavior that is unpleasant or disconcerting is unacceptable, especially if it is necessary to carry out meetings or events. Science can, and arguably should, involve some tough communication among colleagues, but this should always be done in a respectful and measured way. Particularly in the context of maintaining event programming, attendees may be asked to contribute questions/comments after or between sessions. In the context of attendee safety, clear, sometimes firm, and direct communication may be necessary to ensure information is disseminated in an effective and timely manner. We encourage our members and attendees to provide positive and constructive feedback to other attendees with the goal of improving science and our field. These respectful and thoughtful interchanges among members are an essential part of building and maintaining our scientific community.

Conduct may be unacceptable even if the person engaging in it did not intend the conduct to be inappropriate or abusive. The characteristics and reasonably foreseeable effects of conduct, not the intention of the actor, will determine whether the conduct was unacceptable. Participants asked to stop any harassing behavior are expected to comply immediately.

Exhibitors in the expo halls, sponsor or vendor booths, or similar activities are also subject to the anti-harassment policy. In particular, exhibitors should not use sexualized images, activities, or other material. Booth staff (including volunteers) should not use sexualized clothing/uniforms/costumes, or otherwise create a sexualized environment. The clothing or demonstrations performed need to be based on the scientific aspects of the work or technology being demonstrated. Messages delivered in the online

environment, on social media or through web or video communications, are subject to the code of conduct. In particular, sexualized images, activities, or other materials should not be used.

If a participant engages in harassing behavior at an in-person or virtual event, forum, or other ISBS-sanctioned activity, organizers retain the right to take any reasonable actions that are necessary to maintain a welcoming environment for all participants. This includes warning the offender and/or expulsion from the activity or the organization.

Event organizers may take action to redress anything designed to disrupt or with the clear impact of disrupting the event or making the environment hostile for any participants.

We expect participants to follow these rules at all event venues, all event-related social activities, and during any other ISBS-sanctioned activities.

Reporting a code of conduct violation

If someone makes you or anyone else feel unsafe or unwelcome as described above, please report it as soon as possible to event staff or any member of the ISBS Executive Council [<https://isbs.org/about-us/officers>]. Individuals involved in a reported incident of alleged misconduct, including victims, witnesses, and those alleged to have engaged in prohibited behavior(s), will not engage in retaliatory behavior during or after the reporting process. Engaging in retaliatory behavior will be deemed a breach of this code of conduct.

All reports will be treated confidentially within our ability to complete the investigation and make a determination on next steps.

All reports must be received by the ISBS within one year of alleged misconduct. The ISBS Executive Council will acknowledge receipt of the report within one week and will follow-up with those involved within 60 days to provide an update on the process. Every effort will be made by the ISBS Executive Council to resolve these concerns in a timely manner. A yearly report of any reported misconduct will be on the ISBS website.

It is a violation for any person to:

- Retaliate against or threaten to retaliate against another person who reports or makes a complaint of unacceptable conduct.
- Retaliate against or threaten to retaliate against any person who testifies, assists, or participates in any investigation or an allegation of unacceptable conduct.
- Encourage another to retaliate against a complainant or person who testifies, assists, or participates in any investigation of an allegation of unacceptable conduct.

Anonymous Report: An anonymous reporting mechanism will be made available through the ISBS website. These reports will be monitored multiple times per day by the ISBS Diversity, Equity, and Inclusion Committee Chair or an appointed member of the Diversity, Equity, and Inclusion Committee during ISBS events. These reports will be monitored weekly when there are no ISBS sanctioned events occurring. The ISBS Executive Board cannot follow up an anonymous report directly. We will fully investigate the report and take appropriate actions as we are able.

Personal Report: You can make a personal report by:

- Contacting an event organizer or an ISBS Executive Council member.
- Submitting a personal report through the ISBS website.

When making a personal report, the ISBS representative will ensure you are in a safe environment and cannot be overheard. They may involve other ISBS representatives from the Executive Board or Executive Council to ensure your report is managed appropriately. Once in a safe environment, we will ask you to tell us about what happened. This can be upsetting, but we will handle it as respectfully as possible, and you can bring someone to support you. You will not be asked to confront anyone, and we will not tell anyone who you are.

Our team will be happy to help you contact hotel/venue security, local law enforcement, local support services, provide escorts, or otherwise assist you to feel safe for the duration of the event.

Internal version for the conference staff: This version is intended for internal use by the conference organizers. Portions can be provided as part of the session chair instructions.

Warnings: Any member of conference staff (ISBS representative) can issue a verbal warning to a participant that their behavior violates the ISBS Code of Conduct. Warnings should be reported to [insert email address] as soon as practical. A template report shall be completed to include:

- Identifying information (name/badge details) of the participant.
- The date and time you issued the warning
- The behavior that was in violation
- The approximate time of the behavior (if different than the time of warning)
- The circumstances surrounding the incident
- Your identity/Name of the person who issued the warning
- Other people involved in the incident.

Presentations: Presentations or similar events should not be stopped for one-time gaffes or minor problems, although a member of conference staff should speak to the individual afterward. However, moderators of the presentation session should take immediate action to politely and calmly stop any presentation, event or discussion period that repeatedly or seriously violates the anti-harassment policy. For example, simply say “I’m sorry, this presentation cannot be continued at the present time” with no further explanation. Equally, if such behavior is witnessed during other aspects of the conference (e.g. coffee breaks and exhibitor time), conference staff or an ISBS representative should take immediate action to stop this occurring.

Taking reports: When taking a report from someone experiencing harassment you should record what they say and reassure them they are being taken seriously but avoid making specific promise about what actions the ISBS Executive Council will take. Every effort will be made to speak with all individuals involved in the event that is being reported. Ask for any other information if the reporter has not volunteered it (such as time, place) but do not pressure them to provide it if they are reluctant. Even if the report lacks important details such as the identity of the person making the harassing actions, it should still be recorded and passed along the Equity and Inclusion Chair/member and subsequently by the Equity and Inclusion Chair to the ISBS Executive Council. If the reporter desires it, arrange for an escort by conference

staff or a trusted person, contact a friend, and contact local law enforcement. Do not pressure the reporter to take any action if they do not want to do it. Respect the reporter's privacy by not sharing unnecessary details to others, especially individuals who were not involved with the situation or non-staff members.

Adjudication of alleged violations of the Code of Conduct: If the offense is minor and the first offense, a response can be coordinated between the ISBS Equity and Inclusion Chair and the current ISBS President. Any offense that the ISBS Equity and Inclusion Chair and the current ISBS President feel needs to be reviewed by the full Executive Council before any response is provided will follow the process outlined below. Confidentiality will be maintained and due process will be followed throughout this process.

The current ISBS Presidential Line (President, Past-President, President-Elect) shall engage the help of a special committee of senior members of the society who have been instructed in the information gathering the evaluation process. This committee must include one member of the ISBS Diversity, Equity, and Inclusion Committee. This committee will evaluate all available information and make a recommendation to the ISBS Executive Council regarding the case. The ISBS President will then call a special meeting of the Executive Council to discuss the allegation and evidence. This meeting can be held in person or via teleconference but will be held as quickly as possible to promote a rapid solution. Any member of the Executive Council that has a personal or professional relationship with a party to an allegation (either accuser or accused) that may pose a potential conflict of interest, shall recuse oneself from the discussion and any actions related to the allegation. In the event that the ISBS President must recuse themselves, the special meeting shall be called and presided over by the Past-President or President-Elect. A two-thirds vote of the Executive Council will be required to approve any sanctions.

Sanctions: A participant may be sanctioned by the decision of a positive vote of two-thirds of the ISBS Executive Council according to the adjudication process described above. Sanctions may include any actions from warnings up to and including expulsion from the activity or rescinding of ISBS membership status without a refund. Reasoned judgements will be taken on a case-by-case basis but the general guidelines for when a participant should be expelled from an event are as follows:

- Continuing to harass after a "No" or "Stop" instruction.
- A pattern of harassing behavior, with or without warnings.
- A single serious offense (e.g. punching or groping someone).
- A single obviously intentional offense (e.g. taking up-skirt photos).

Public statements: As a general rule, ISBS representatives (including conference organizers and the ISBS Executive Council) should not make any public statements about the behavior of individual people during or after the conference. Annually the ISBS Executive Council will provide a summary of all reports submitted and the actions taken following the report and investigation on each report without providing specifics of each event.