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## Meeting and Activities etiquette

ICES vision is to **be a world leading scientific organization, providing the knowledge for sustainable use of the seas**. At the heart of this goal is good cooperation and here we outline the spirit in which we aim to work together.

At ICES, we treat each other with respect. This means that when dealing with others, you are expected to:

- **Embrace diversity** – Value the different views, expertise, and backgrounds, which strengthen the long-term success of ICES.
- **Include equally** – Ensure the right of others to equally participate in ICES activities without bias or discrimination based on family status, gender, age, race, political and religious beliefs, sexual orientation, or disability.
- **Communicate thoughtfully** – Aim to communicate openly and address others with dignity.
- **Avoid harassment** – Use discretion and respect others. Harassment, bullying, intimidation, or discrimination in any form is unacceptable. Harassment includes speech or behaviour that is not welcome or is personally offensive. Behaviour that is acceptable to one person may not be acceptable to another, so use discretion to be sure respect is communicated. Harassment intended in a joking manner still constitutes unacceptable behaviour.
- **Promote wellbeing** – Follow and encourage others to uphold a safe and welcoming working environment. Be mindful of your surroundings and colleagues and immediately report any situations that are dangerous or distressing to others.

### Who is accountable?

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Anyone partaking in ICES activities—including staff, officials, members, participants, speakers, volunteers, and exhibitors—are expected to abide by the above, which applies in all work settings.

Meeting chairs and event organizers are expected to set the tone for inclusive collaboration. The chair/organizer should be especially alert to any bias or discrimination exhibited against others and take action to prevent it.

### Reporting issues

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Anyone experiencing or witnessing behaviour that violates these principles should report it immediately. Please do so by first notifying the meeting chair or convener who will seek to resolve the dispute and, if necessary, involve appropriate ICES leadership (such as the General Secretary, committee chairs, and national delegates). All reports will be treated seriously and responded to promptly.

A written statement may be requested in order for leadership to formally resolve an issue. Confidentiality will be maintained to the extent that it does not compromise the rights of others.

Any related questions can be directed to the General Secretary, Alan Haynie ([alan.haynie@ices.dk](mailto:alan.haynie@ices.dk)).