



InterNational Committee for Information Technology Standards (INCITS)

Secretariat: Information Technology Industry Council (ITI)

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www.INCITS.org



INCITS Conduct Statement – Effective July 14, 2023

The InterNational Committee for Information Technology Standards (INCITS) strives to promote a diverse, inclusive, and respectful professional environment in our open, consensus-based standardization activities. Consistent with requirements for participation, membership is and will remain open to all, and our members are required to adhere to our [Code of Conduct](#) within INCITS, which includes meetings and events hosted or sponsored by INCITS or when engaged in business on behalf of INCITS.

INCITS has no tolerance for unlawful discrimination, harassment, retaliation, or other inappropriate conduct by staff, vendors, or members that violates our Code of Conduct.

To that end, INCITS has procedures for receiving and investigating complaints to address alleged misconduct in violation of our Code of Conduct. Reported incidents of prohibited behavior are taken seriously and will be investigated and in a discreet manner, as appropriate based on the situation. If INCITS finds conduct in violation of its Code of Conduct has occurred, disciplinary action up to and including expulsion from membership may result. To the extent the conduct alleged is unlawful, INCITS will involve appropriate authorities.

INCITS works to assist members in understanding the Code of Conduct's applicability and provides resources for individuals to raise conduct complaints. With respect to INCITS-sponsored functions, possible violations of the Code of Conduct may be reported to concerns@standards.incits.org.

The INCITS Code of Conduct applies to INCITS-sponsored events and meetings, and activities held in conjunction with its events (such as meals around meetings), conduct of attendees during these events (even if the conduct occurs outside of a formal meeting, such as in a restaurant or other social setting) and any other time a member is performing business on behalf of INCITS.

While INCITS meetings may be held in the same facility as meetings and events held by other organizations, INCITS meetings or events shall be separate and distinct from any other meetings or events. For example, an INCITS meeting cannot be held in the same room and at the same time as a meeting from another organization even if there is substantial overlap in membership. Attendees at INCITS meetings are limited to INCITS members and guests that have been individually approved to participate by the IOE officer or by the INCITS Secretariat. The committee shall require guest attendees to sign in and to acknowledge they have read the INCITS Copyright Policy and the INCITS Antitrust Guidelines, and that they agree to follow INCITS policies and procedures. For meetings held electronically (such as teleconferences, webinars, etc.) a scan or a fax of the sign-in form from the guest prior to the start of the meeting shall be provided.

INCITS members are also members or participants in events organized by the International Organization for Standardization (ISO), International Electrotechnical Commission (IEC), American National Standards Institute (ANSI) and other organizations that support technology and standards communities. To the extent there are conduct issues during events, it is important that the procedures of the organizer be followed.

INCITS is committed to assisting those experiencing or witnessing inappropriate conduct at our events and any other time a member is performing business on behalf of INCITS. If you believe you or another member is being subjected to inappropriate conduct during an INCITS-sponsored or an INCITS-business-related event, or have any other concerns, please do not hesitate to contact concerns@standards.incits.org. If you or someone else is in immediate danger, or if you see something suspicious or would like to report a security issue or emergency during an INCITS function, please contact local law enforcement or venue security.