Summit policies

The following policies are in place to ensure a safe, comfortable and productive Summit. As a condition of registration for qConnect 2024, you acknowledge and accept these policies and conditions.

Attendee registration and admission policy

Quantum City and the University of Calgary reserve the right to accept or decline an individual's registration for an event. Further, Quantum City leadership and event management reserves the right to prohibit entry of or to remove any participant, whether registered or not, who behaves in a manner that is not consistent with the Code of Conduct outlined below.

Summit Badges

qConne

Badges will be available at Guest Services outside of Macleod C&D, the location of the talks, when you check in. All participants must wear their badge for the full duration of the Summit. Anyone not wearing a badge may be asked to verify registration and/or leave the premises.

Code of Conduct

Quantum City values the diversity of ideas, experiences and opinions reflected among participants. We are committed to providing a professional, friendly, safe and inclusive environment for all participants, regardless of age, gender, sexual orientation, disability, physical appearance, race, religion or any other characteristic. This code of conduct is in place to ensure we can come together collaboratively and respectfully. All attendees, speakers, sponsors and volunteers are expected to abide by this code.

Expected Behaviour

- **Respectful:** Treat all participants with respect and consideration, valuing diverse opinions and experiences.
- **Inclusive**: Be inclusive and welcoming to everyone, regardless of background.
- **Professional**: Be professional in your conduct, and avoid any form of harassment, discrimination or offensive behavior.
- **Collaborative:** Foster a collaborative and supportive atmosphere conducive to learning and sharing ideas.
- **Appropriate**: Use respectful and inclusive language. Refrain from using offensive or inappropriate language and imagery, both in presentations and interactions.

Unacceptable Behaviour

The following behaviours will not be tolerated:

• Harassment: Harassment includes, but is not limited to, offensive comments, slurs, jokes, intimidation, unwelcome attention or any form of unwanted behavior directed toward an individual or group.

- **Discrimination:** Whether based on age, gender, sexual orientation, disability, physical appearance, race, religion or any other characteristic, discrimination is not acceptable.
- **Inappropriate Content:** Presentations and materials should be free of any offensive or inappropriate content.
- **Disruptive Behaviour:** Disruptive behaviour that hinders the Summit's smooth operation will not be tolerated. This includes interrupting or talking over a presenter or participant.
- **Causing Harm:** Engaging in harm or threats of harm of any kind is unacceptable.

Anyone exhibiting these behaviours may be asked to leave the Summit immediately, without a refund, and the matter may be reported to the appropriate authorities if necessary. It will be at the discretion of the Summit organizers, and potentially the management of the Telus Convention Centre, to determine an appropriate course of action.

While at qConnect, if you have any experience of or witness inappropriate behaviour, please talk to a Quantum City staff member(s) at the Guest Services desk. All complaints will be treated seriously and confidentially and responded to promptly.

If you feel you are in immediate danger, call 3333 (Guest Services) on a wall-mounted telephone, or speak with a member of the Telus Convention Centre's Security Services team.

Scent free environment

Respecting the diverse sensitivities of our attendees, we request that all participants be mindful of scent sensitivities while attending the Summit. Please refrain from using scented products such as perfumes, colognes or lotions to create a comfortable and inclusive environment for everyone in attendance.

Capture and use of a person's image

Photographers, videographers and news media may be present at qConnect 2024. By registering for, and participating in qConnect, you grant Quantum City and the University of Calgary permission to use any captured images or footage for promotional and documentation purposes, now and in the future.

For more information, contact the <u>Summit Producer</u>.



