

Section 3.1

APrIGF Code of Conduct

FIRST VERSION ADOPTED IN 2019. UPDATED VERSION ADOPTED ON 16 MARCH 2022.

1. Overall objective

Asia Pacific Regional Internet Governance Forum (APrIGF) serves as a platform for discussion, exchange and collaboration at a regional level, and also where possible to aggregate national IGF discussions, and ultimately advance the Internet governance development in the Asia Pacific region. The multi-stakeholder approach is a core principle of the APrIGF with the emphasis on the diversity of participants and openness of the discussion. The APrIGF community has grown significantly since its initiation in 2010. We are now bringing together over 300 multi-stakeholders from over 20 countries across the region each year.

It operates as a multistakeholder model and as such is committed to providing an environment at all of our events, welcoming people from many diverse backgrounds, we respect the values and the diversity of views, expertise, opinions, backgrounds, and experiences reflected among all attendees at our meetings and events.

Our Objective is to ensure a safe and inclusive environment. We expect our in-person meetings, virtual meetings, mailing lists discussions etc. to be a respectful, harassment free environment for all people regardless of race, ethnicity, gender, gender identity or expression, sexual orientation, physical ability or appearance, nationality, age, socioeconomic status, and religion or belief.

We Aim to promote a welcoming and inclusive environment that works with mutual respect, is safe, collaborative, supportive, and productive for all attendees, including volunteers, exhibitors, and service providers, and that values the diversity of views, expertise, opinions, backgrounds, and experiences reflected among the conference attendees. We do not tolerate harassment of conference participants in any form. Sexual language and imagery is not appropriate for any meeting or conference venue, including talks, sessions, parties, and offsite social events, and via online media including email and social media.

In pursuit of those Aims and Objectives, APrIGF expects all of its speakers, staff, attendees, and volunteers at meetings and events to abide by the following:-

2. APrIGF Code of Conduct

Expected behaviours

- Be respectful in discussing and debating ideas.
- Be mindful of your surroundings and of your fellow participants. Alert any designated APrIGF Member or Conference Organiser and Security where necessary, if you notice an unacceptable or dangerous situation or someone in distress.
- Communicate openly and thoughtfully with others and be considerate of the multitude of views and opinions that are different than your own.
- Follow the rules and policies of the venue and the culturally appropriate 'norms' of the Host Country.
- Respect the rules and policies of all venues associated with the meeting.
- Refrain from harassment of any type.
- Treat everyone with respect and consideration.

- If warned that any behaviour is unwelcome or unwanted at any time 'cease and desist' interaction(s), withdraw and where possible apologise.

Mailing List Netiquette

- Please think twice before hitting reply-all messages, e.g. "thank you" and "me too", etc. unless there is other substantive information you'd like to share. Instead, you may reply to the sender only. We would encourage you to share personal achievements on the mailing list but please avoid reply-all to personal messages.
- Please avoid sending administrative messages, such as "remove me from the list" to the mailing list address. Please use https://mailman.dot.asia/mailman/listinfo/rigf_discuss, and send your request to sec@aprigf.asia only if you have trouble unsubscribing.
- Please be respectful and responsible. A rational tone and a polite manner are preferred. Users should avoid messages which contain strong personal/ethnic criticism or attack, vulgarity, trolling, flaming, name calling, threats, or any behaviours detrimental to this online community.
- Avoid sending attachments to the mailing list. An attachment may contain a virus, may be in a format others cannot use, may not make it through some mail gateways, makes the message bigger, and could bog down both the list server and the mail server.
- Use and prefer English as the primary language of the emails, or provide translation of the text in case you want to share a message in some other language
 - Avoid subscribing to a list using a group email address. Doing so adds complex risks:
 - There may be recipients of a group address who are unaware of the subscription and may try to unsubscribe from the list. In this scenario, the unsubscribe request will come from a non-registered address which will cause the request to fail.
 - In some cases, group address recipients are updated in the future by their administrators causing new unaware users to receive list messages.
 - In a worst case scenario, an unaware subscription receiver might flag the unwanted messages as spam which harms the reputation of the email server. This can negatively affect deliverability for the entire server (ie. blacklisted server IP).
- The list administrator reserves the right to remove posting privileges of anyone from the list, or to switch them to moderated mode, for continued violations of the list netiquette.

Unacceptable behaviours

APrIGF does not tolerate harassment of any kind and assures community members that it will be dealt with seriously. Anyone asked to stop any harassing or unacceptable behaviour are expected to comply immediately.

Harassment is unwelcome non-consensual hostile or intimidating behaviour. Harassing conduct or commentary may take many forms, including, but not limited to, verbal acts and name-calling; graphic and written statements, which may include use of phones or the Internet; or other conduct that may be physically threatening, harmful, or humiliating. Conduct does not have to intend to harm, be directed at a specific target, or involve repeated incidents in order for it to be deemed harassment. Examples of the types of inappropriate conduct that are prohibited include, but are not limited to, the following:

- Inappropriate touching, including, but not limited to, sexually suggestive touching such as grabbing, groping, kissing, fondling, hugging, stroking someone's hair, or brushing against another's body, or touching that the actor may not have intended to be sexually suggestive but which constitutes uninvited touching, such as rubbing or massaging someone's neck or shoulders

- Use of offensive language
- Violating someone's "personal space" after being told you are doing so
- Leering, stalking, or suggestive whistling
- Gesturing in a sexually suggestive manner
- Circulating or posting written or graphic materials that show hostility or disrespect toward or that demean individuals because of Specified Characteristics as set forth above
- Lewd or graphic comments or jokes
- Use or distribution of sexual imagery in public presentations and displays
- Harassing photography or recordings
- Repeated requests for dates, or unwanted communications of a romantic nature, after the individual receiving them indicates that she or he does not wish to receive them. • Refrain from retaliation against anyone for reporting any conduct or commentary that is inconsistent with the terms set forth above ("inappropriate behaviour") or for participating in an investigation of any such report or complaint.
- Harassment and intimidation, including any verbal, written (including via texts or on social media), or physical conduct designed to threaten, intimidate, humiliate, or coerce another participant.
- Discrimination or other actions based on race, ethnicity, gender, gender identity or expression, sexual orientation, physical ability, nationality, age, socioeconomic status, or belief. • Sustained or disrespectful disruption of presentations or events.
 - Unwelcome sexual attention, including but not limited to sexualized comments or jokes, displaying sexually explicit material, inappropriate touching, groping, or sexual advances.

Consequences

- Anyone requested to stop unacceptable behaviour is expected to comply immediately. • APrIGF organizers or their designee(s), or security may take any action deemed necessary and appropriate, including immediate removal from the meeting without warning.
- APrIGF Designees tasked with complaints handling, compliance and enforcement of our Code of Conduct may take any action deemed necessary and appropriate, including immediate removal from any meeting, session, session activity (onsite or offsite), and the full the conference. • APrIGF reserves the right to prohibit attendance at any future meeting.

3. Reporting Unacceptable Behaviours / Complaint Procedure

Participants asked to stop any harassing behaviour are expected to comply immediately. Sponsors are also subject to the anti-harassment policy. In particular, sponsors should not use sexualised images, activities, or other material. Booth staff (including volunteers) should not use sexualised clothing/uniforms/costumes, or otherwise create a sexualised environment.

If a participant engages in harassing behaviour, the conference organisers may take any action they deem appropriate, including warning the offender or expulsion from the conference or event.

If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact a designated APrIGF Member charged with complaints handling and compliance or conference staff immediately. Designated APrIGF Members so tasked can be identified as they will be wearing branded clothing and/or badges.

The individual who identifies inappropriate behavior may: (i) communicate with the person(s) responsible and attempt to resolve the issue informally; and/or (ii) promptly report to the APrIGF Designee(s) for Complaints handling and Compliance with the Code of Conduct, appraising them with the facts giving rise to a belief that inappropriate behavior has occurred and cooperate fully in the ensuing investigation of the complaint.

Conference organisers, and the Designee(s) will be happy to help participants contact hotel/venue security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe for the duration of the conference. We value your attendance.

We expect participants to follow these rules at conference and session venues and conference-related social events. Anyone who feels unsafe, uncomfortable or threatened should immediately approach APrIGF Complaints handling and Code of Conduct Compliance designees, Conference Organisers and/or hotel/venue security staff, or on serious matters contact the appropriate public authorities.

4. How to Lodge a Complaint

If you are the subject of unacceptable behavior or have witnessed any such behavior during conference events, **please contact** complaints@aprigf.asia, the APrIGF Complaints handling and Code of Conduct Compliance designees, APrIGF Code of Conduct Team (APrIGF-CCCT), these designees will be identifiable by a special Badge or clothing; Conference Organisers or Venue Security. Please refer to the local host website for more updated information.