

CODE OF CONDUCT

This Code of Conduct may be revised at any time by GuidePoint Security and the terms are non-negotiable. Your attendance at CKO, whether it's held in person or virtually, indicates your agreement to abide by this policy and its terms.

EXPECTED BEHAVIOR

All CKO participants are expected to behave in accordance with professional standards, with both this Code of Conduct as well as GuidePoint's policies governing appropriate workplace behavior and applicable laws.

UNACCEPTABLE BEHAVIOR

Unacceptable behavior from any employee will not be tolerated. Unacceptable behavior includes, but is not limited to:

- Intimidating, harassing, abusive, discriminatory, derogatory, or demeaning speech, materials, or conduct by any Participants of the event and related event activities. The event venue is shared with members of the public; please be respectful to all patrons.
- Violence, threats of violence, or violent language directed against another person.
- Sexist, racist, homophobic, transphobic, or otherwise discriminatory jokes and language.
- Personal insults, particularly those related to gender, sexual orientation, race, religion, or disability.
- Inappropriate photography or recording.
- Any boisterous, lewd, or offensive behavior or language, including but not limited to using sexually explicit or offensive language, materials or conduct, or any language, behavior, or content that contains profanity, obscene gestures, or racial, religious, or ethnic slurs.
- Failure to obey any rules or regulations of the event venue.

CONSEQUENCES OF UNACCEPTABLE BEHAVIOR

If a participant engages in unacceptable behavior, whether in person or virtually, GuidePoint may take any action they deem appropriate depending on the circumstances, ranging from issuance of a warning to the offending individual to termination. GuidePoint reserves the right to exclude any employee found to be engaging in harassing behavior from participating in any further events, trainings or other activities.

If a participant, through postings on social media or other online publications or another form of electronic communication, engages in conduct that violates this policy, whether before, during or after CKO, GuidePoint may take appropriate corrective action.

WHAT TO DO IF YOU WITNESS OR ARE SUBJECT TO UNACCEPTABLE BEHAVIOR

If you are being harassed, notice that someone else is being harassed, or have any other concerns relating to harassment, please contact HR staff immediately.

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