

## Code of Conduct

EURCAW-Poultry-SFA is functioning on the basis of EU ethical principles and rules, namely equality, diversity and inclusion. This Code of Conduct is meant as a reference and reminder for participants in meetings (physical and online) and communication platforms in the context of EURCAW-Poultry-SFA to uphold respectful and inclusive behaviour regarding protected characteristics. It also provides a description of a systematic and fair process should a breach of this Code occur.

Respectful and inclusive behaviour are characterised by the following five statements:

1. I will treat everybody with respect and consideration and have a professional approach when interacting with others.
2. I shall not cause or contribute in any way to discrimination, harassment or offensive treatment, whether it is based on a person's gender, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age.
3. I will use language that is inclusive, respectful, and free from discriminatory comments related to protected characteristics.
4. I will refrain from making assumptions, generalisations, or stereotypes based on any protected characteristic.
5. I shall encourage all meeting participants to actively contribute, regardless of their background, role, or experience so that all voices are heard and respected, and no one person dominates the discussion.

By adhering to this Code of Conduct, we create an environment that promotes respect, inclusivity, and fairness for all participants that will contribute to the quality of the work and the acceptance of the role of EURCAW-Poultry-SFA. The Centre should be notified ([info@eurcaw-poultry-sfa.eu](mailto:info@eurcaw-poultry-sfa.eu)) if there are breaches to this Code.

## Breaches of Code of Conduct

1. Individuals who perceive a breach of the code of conduct should report this to the Director of the centre (or designate\*).
2. The identity of the complainant will be kept confidential, unless requested otherwise.
3. The Director (or designate) will contact the parties involved including the EURCAW-Poultry-SFA team responsible for the meeting or platform from which the breach was reported, to discuss the circumstances of the breach.
4. The Director (or designate) will report to the Centre's Management Team (MT).
5. The MT decides on appropriate consequences (e.g., from a mere warning to exclusion of a person from further activities in EURCAW-Poultry-SFA).
6. The decision of the MT is communicated to both the complainant and the individual(s) involved in the breach.
7. Individuals who disagree with the decision can deliver an appeal to the MT. Appeals will be reviewed promptly and adjustments will be made if considered appropriate.
8. After an (optional) appeal, the decision of the MT is final.

\* Appointed by the Management Team