

Cancellation Policy

Cancellations received in writing to info@isaanetwork.org on or before March 15, 2025 at 11:59pm Eastern will be issued a refund less transaction fees and a \$30 processing fee. No refunds will be processed for cancellations received on or after March 16, 2025 12:00am Eastern. ISAA encourages you to send an alternate in your place if you cannot attend and to notify info@isaanetwork.org about this arrangement. ISAA reserves the right to cancel any program or session. In the unlikely event of cancellations, ISAA will refund registration fees, but is not responsible for any costs, damages, or other expenses of any kind, including and without limitation, transportation and/or hotel costs incurred by the registrant. Speakers are subject to change without notice.

Privacy Notice: Session Recording

To ensure the privacy and confidentiality of all participants, you are not permitted to record any part of our sessions. Unauthorized recording is strictly prohibited. Your cooperation in maintaining a respectful and secure environment for everyone is greatly appreciated.

Consent Clause

Registration and attendance at, or participation in an ISAA Symposium and other activities constitutes an agreement by the registrant or attendee to the use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities by ISAA Network and other third parties, including but not limited to the Network, the venue, the host city, etc.

Code of Conduct

The ISAA Network (ISAA) is committed to diversity and inclusivity, and to providing a safe and welcoming environment that allows for free expression of ideas and productive dialogue. ISAA promotes equal opportunities and treatment for all participants regardless of race, ethnicity, gender, sexual orientation, gender identity and expression, disability, religion, age, appearance, or political affiliation. The ISAA Symposium, educational offerings, and networking outlets, and other related events, both in person and virtual, are intended to provide a place to connect, communicate, and collaborate with individuals with diverse backgrounds throughout the agrochemical industry. ISAA leadership, staff, members, volunteers, attendees, and guests share a responsibility to maintain an environment free of harassment, discrimination, and hostility.

Scope of Policy

ISAA prohibits any form of harassment or discrimination, verbal, physical, or otherwise. This code of conduct applies to all participants (including but not limited to attendees, speakers, exhibitors, staff, volunteers, and guests) of all ISAA-sponsored events, offerings, and platforms. Please read it carefully. ISAA staff and volunteers in leadership positions will enforce this code throughout all events.

Expected Behavior

All ISAA event participants will treat others with respect, valuing diverse viewpoints, ideas, and opinions, and maintaining professional and ethical conduct during the course of the event.

Participants will:

- Be considerate, respectful, and collaborative.
- Express differences in ideas and opinions in a productive manner, free of personal attacks.
- Adhere to all venue and hotel rules and policies.
- Be mindful of their surroundings and alert ISAA staff, ISAA leadership, and/or venue security of any dangerous situations or individuals in distress.

Unacceptable Behavior

- Harassment, discrimination, or intimidation in any form will not be tolerated. These include but are not limited to:
- All speech, gestures, or behaviors that are not welcome or are personally offensive, abusive, or derogatory. For example:
 - Harmful or prejudicial verbal or written comments related to race, ethnicity, gender, sexual orientation, gender identity and expression, disability, religion, age, physical appearance, political affiliation, or other personal characteristics.
 - Verbal or physical intimidation, threats, stalking, unwelcome attention, inappropriate/unnecessary physical contact.
 - Physical assault, including unwelcome touch or groping.
 - Real or implied threat of physical harm.
 - Offensive or unprofessional language or images in presentations or other public spaces.
 - Unwelcome photography or recording.
- Disruption of talks, presentations, courses, and other events.
- Other conduct that may jeopardize the success of the event, ISAA's reputation, or the positive experience of any other event participant.

Behavior that is acceptable to one person may not be acceptable to another. Harassment intended in a joking manner still constitutes unacceptable behavior. Anyone requested to cease unacceptable behavior is expected to comply immediately. Targets of harassment are not under any obligation to attempt to stop the behavior or to confront the alleged offender, and will not, therefore, be assumed to have implicitly consented to such behavior.

Reporting Procedure

Any individual who is the subject of harassment or other unacceptable behavior, or any individual who has witnessed such an incident, should immediately notify the ISAA Executive Director or another ISAA staff member, or a member of the ISAA Board of Directors. Notification may be done by contacting one of these individuals on-site, or by emailing your concern to info@isaanetwork.org. Moderators of ISAA events are expected to report potential Code of Conduct violations immediately by contacting the event's assigned staff member or pursuing any of the other notification options listed above. Board members or staff receiving reports of

potential Code of Conduct violations should immediately notify ISAA Staff at info@isaanetwork.org. If the behavior presents a serious, immediate threat to participants' safety, participants are advised to contact the local authorities, and locate a landline and ask for security. Individuals reporting harassment are not expected to discuss the incident with the offending party. Reporting individuals will be asked to provide a description of the incident and may be invited to support any potential investigation by participating in an information-gathering interview. All reports will be treated seriously and investigated promptly. All reports will be strictly confidential to the extent permitted, as long as the rights and safety of others are not compromised.

Investigation Procedure

Upon receipt of a report of harassment or other unacceptable behavior, the incident will be investigated by the ISAA President and Executive Director, with the goal of taking swift and decisive action to ensure the safety and comfort of all participants. If any of the prescribed members of the investigative party are colleagues or close associates of parties involved in the alleged incident, or otherwise considered to be in conflict, another current or immediate-past member of the ISAA Board of Directors may be asked to serve on the investigation team. A template investigation plan and procedures document will be provided by ISAA staff to support the investigation. As deemed necessary and depending on the nature of the behavior, this group may choose to involve external counsel such as other ISAA volunteer officers, an ombudsman, and/or legal representation. At the conclusion of the investigation, the investigative party will report to the ISAA Board of Directors and inform all parties of the outcome. In all cases, the safety of the participants will take priority.

Sanctions

Individuals engaging in unacceptable behavior prohibited by this policy may be subject to sanctions at the discretion of the investigating group, based on the severity and nature of the behavior. Such sanctions may include but are not limited to:

- Verbal warning
- Ejection from the event without refund
- Prohibition from future attendance at ISAA events
- Removal from ISAA leadership positions and/or committee membership, if applicable
- Notification to the offender's employer

The ISAA Board of Directors reserves the right to pursue additional measures as it may determine is appropriate.

In the event that any individual is dissatisfied with the results of the investigation and resulting sanctions, he or she may appeal to the President of ISAA. ISAA will not tolerate any form of retaliation against individuals reporting an incident, and such retaliation may be considered a violation of this policy subject to the same sanctions as harassment itself. Likewise, purposefully making false allegations of harassment may be considered a violation of this policy subject to the same sanctions as harassment itself.

Any questions about this policy should be directed to info@isaanetwork.org.