

POLICIES

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Code of Conduct

The American College of Lifestyle Medicine is committed to providing a friendly, safe, and welcoming environment for all, regardless of gender, sexual orientation, disability, race, ethnicity, religion, national origin, or other protected characteristics. We expect all attendees, media, speakers, volunteers, organizers, venue staff, guests, and exhibitors to help us ensure a safe and positive conference experience for everyone.

We expect all participants to abide by this Code of Conduct in all venues, including ancillary events and all social gatherings.

- Exercise consideration and respect in your speech and actions.
- Refrain from demeaning, discriminatory, or harassing behavior and speech.
- Be mindful of your surroundings and of your fellow participants. Alert ACLM’s Meetings Team if you notice a dangerous situation, someone in distress, or violations of this Code of Conduct.

Unacceptable Behaviors Include:

- Intimidating, harassing, abusive, discriminatory, derogatory or demeaning speech or actions by any participant and at all related events
- Harmful or prejudicial verbal or written comments or visual images related to gender, sexual orientation, race, religion, disability, or other personal characteristics
- Inappropriate use of nudity and/or sexual images in public spaces (including presentation slides)
- Deliberate intimidation, stalking, or following
- Harassing photography
- Photographing slides of oral presentations and posters without the express permission of the presenter/author
- Recording of scientific and other sessions without the express permission of the

participants

- Sustained disruption of scientific sessions or other events
- Unwelcome and uninvited attention or contact
- Physical assault (including unwelcome touch or groping)
- Real or implied threat of physical harm
- Real or implied threat of professional or financial damage or harm

What To Do If You Witness or Experience Conduct That Violates the Code:

ACLM staff will assist participants in contacting convention center/hotel/venue security or local law enforcement, and otherwise assist those experiencing harassment, to enable them to feel safe for the duration of the conference. We value your attendance, and want to make your experience as productive and professionally stimulating as possible.

Need to file a complaint? Please contact the ACLM's Meetings Team by email at support@lifestylemedicine.org. All reports will be confidential.

Consequences of Unacceptable Behavior

Unacceptable behavior from any participant, including attendees, sponsors, exhibitors, contractors, volunteer leaders, vendors, venue staff, and anyone with decision-making authority, will not be tolerated. Anyone asked to stop unacceptable behavior is expected to comply immediately.

If a participant engages in unacceptable behavior, ACLM staff may take any action they deem appropriate, including removal from the meeting, without refund, and/or future ACLM meetings. Egregious violations will result in more severe sanctions, including the possibility of reporting to local law enforcement.

Be Well Agreement

As a condition of my participation in this meeting or event, I hereby waive any claim I may have against the ACLM and its officers, directors, employees, or agents, or against the presenters or speakers, for reliance on any information presented and release ACLM from and against any and all liability for damage or injury that may arise from my participation or attendance at the program. I further understand and agree that all property rights in the material presented, including common law copyright, are expressly reserved to the presenter or speaker or to ACLM. I acknowledge that participation in ACLM events and activities brings some risk and I do hereby assume responsibility for my own well-being. If another individual participates in my place per ACLM transfer policy, the new registrant agrees to this

disclaimer and waiver by default of transfer.

I understand that travel and gathering involves risk of sickness, including sickness from COVID-19. I waive and release ACLM and its sponsors and exhibitors, and their employees and agents, from and against claims, liabilities and expenses arising from injury, sickness or death from contraction or spread of COVID-19 or other communicable disease due to travel to or attendance at an event sponsored by ACLM.

I will take necessary precautions while at the event including, but not limited to, engaging in appropriate social distancing, wearing a mask when requested and/or required, minimize face touching, frequently washing hands and avoiding risky environments such as overcrowded bars or restaurants. I agree to not attend any ACLM event if I feel ill or had recent exposure to a COVID-19 case.

This waiver and release is binding on me and my heirs and successors.

Before Leaving Home:

- Follow relevant guidance provided by the World Health Organization (WHO), or your local health authority.
- Adhere to government issued travel restrictions and guidance issued by the region you will be travelling to and the region you are travelling from.
- Evaluate your own health and that of people you are in close contact with; contact the meeting/event organizers if you have concerns.
- Stay home if you feel sick.

On-site During the Event:

- Follow guidance from your local health authority, for everyday preventive actions to help prevent the spread of respiratory viruses including:
- Washing hands often with soap and water for at least 20 seconds, or an alcohol-based sanitizer with at least 60% alcohol.
- Avoiding touching eyes, nose, and mouth with unwashed hands.
- Covering your nose and mouth when coughing or sneezing. Throw used tissues in the trash.
- Cleaning and disinfecting frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Agree to have your temperature taken before entering the meeting/event venue, if required by the event organizers.

- Agree to wear a mask or facial covering, if required by the event organizers.
- Adhere to social distance protocols put in place by the event organizers and respect others' personal space.
- Go to the event First Aid office (or equivalent) at any time, if you feel unwell or are experiencing flu-like symptoms.

Post-event:

- Based on current contact tracing advice from many health authorities, if you test positive for COVID-19 up to 14 days after returning home,
- please contact the meeting/event organizers to advise them.

Meeting & Event Policy

All events, meetings or functions planned in conjunction with ACLM Live & Virtual Events, outside of official programming, are subject to ACLM approval. These events must be coordinated through and comply with ACLM's Meeting & Event Space Guidelines.

Terms and Conditions

The American College of Lifestyle Medicine (ACLM) reserves the right to accept, reject or condition acceptance of any registrant, in ACLM's sole discretion, at any time.

Right to use name & likeness:

In consideration for my participation in ACLM meeting, I hereby grant ACLM the perpetual, world-wide, royalty-free right and permission to record, photograph, use and distribute (royalty-free, both now and in the future) my image, name, and voice in all forms and media including, without limitation, photographs, electronic reproductions and transmission of images and audio files, webcasting, and any and all other users on internet for any and all ACLM's lawful purposes.

Waiver & Release:

By registering for this meeting, I acknowledge and assume all risks associated with participation in the meeting and any associated events/activities (e.g. ACLM fitness sessions, 5K fun run) including without limitation any slips and falls. I hereby knowingly waive and release ACLM, its employees, directors, officers, volunteers, agents, successors, licensees, assigns, vendors and sponsors from any and all claims, liabilities, or causes of action, including without limitation, death, bodily injury, property damage, or any other loss, damage, or any inconvenience whatsoever, arising from participation of this meeting

and any associated events/activities whether or not such damage, injury, or loss may occur on the premises of the meeting, at off-site venues, in participating hotels or on event ground transportation. I also hereby knowingly waive and release ACLM, its employees, directors, officers, volunteers, agents, successors, licensees, assigns, vendors and sponsors from any and all claims that I may have or may arise regarding the use of my name and image, including any and all claims of defamation, invasion of privacy, or infringements of moral rights, rights of publicity or copyright.

Security and Registration Credentials:

Admission to all official ACLM events will require a proper display of registration badges. Badges should be worn at all times and are nontransferable. False certification of individuals as paid ACLM meeting attendees, misuse of badges, any method of assisting unauthorized persons to gain access to any annual meeting event, or inappropriate conduct will be just cause for repossessing badges of any individuals involved. As a result, ACLM reserves the right to expel all parties involved and has no obligation to refund.

LM2024 Registration and Cancellation/Refund Policy

General in-person registration will close on October 4, 2024, or when maximum capacity for the main ballroom is reached. In-person registrations are refundable less a 15% administrative fee or can be transferred to a non-refundable virtual registration up until the deadline of October 4, 2024 at 5:00 PM Pacific. Please note: If you switch your in-person registration to virtual attendance and are registered for an in-person workshop, you will be unregistered for the in-person workshop and a refund will be processed. To request a change to your registration, please send an email to ACLMregistration@discoversb.com on or before this deadline.

Virtual conference registrations are non-refundable and will remain open throughout the conference. Virtual registrations can be transferred to an in-person registration up until the deadline of October 4, 2024 or when maximum capacity for the main ballroom is reached. Virtual attendees will not be able to register for in-person workshops. To check availability and to switch to an in-person registration, please send an email to ACLMregistration@discoversb.com on or before the deadline.

Pre- and post-conference workshops are 3 hours in length and will not be recorded for post-conference access. Workshop registration is not included in the general conference registration. In-person workshops are only available for those who are attending in person.

In-person workshop registration will close on October 4, 2024 or when maximum capacity has been reached. If you have already completed your registration, you may add workshops to your existing registration as long as they are available.

Virtual workshops are available for both in-person and virtual attendees. Virtual workshop registration will remain open throughout the conference. Requirements to attend the virtual workshop include an electronic device like a computer, tablet, or smartphone as well as a strong internet connection.

Please be sure you have downloaded the most current version of Zoom prior to the session. If you are experiencing technical difficulties with your Zoom account, please understand that the ACLM event staff will not be capable of assisting you. Please visit <https://support.zoom.us/>