

GUEST SPEAKER POLICY

1. POLICY OBJECTIVE

The Australasian Society of Aesthetic Plastic Surgeons (“ASAPS”) aims to host events that are free from discrimination, harassment, vilification, defamation and bullying (collectively referred to in this Policy as “prohibited conduct”).

The purpose of this Policy is to provide guidance on what prohibited conduct is.

This Policy is required to be observed by all guest speakers. Further, ASAPS has absolute discretion to vary and amend this Policy as required.

2. SCOPE OF POLICY

This Policy applies to all guest speakers engaged by ASAPS and includes all conduct engaged in while the speaker is in attendance at an ASAPS event (this includes before, during and after the guest speaker’s presentation).

3. DISCRIMINATION

3.1 What is Discrimination?

“**Discrimination**” is prohibited conduct. It generally occurs where a person is treated unfavourably or less favourably on the basis of an attribute such as age, disability, race, gender or parental/carer status.

Discrimination generally occurs where a person proposes to treat a person, or has treated a person, unfavourably or less favourably because of a particular attribute. For example; if a speaker advises a person that he or she will not be trained in the use of a new surgical technique because he or she is too old to learn new skills, this would be direct discrimination on the basis of age.

4. SEXUAL HARASSMENT

4.1 What is Sexual Harassment?

“**Sexual Harassment**” is prohibited conduct.

Sexual harassment generally includes any unwelcome or unsolicited conduct of a sexual nature which offends, humiliates and/or intimidates another person or where a reasonable person would have considered or anticipated the possibility that the other person would be offended, humiliated and/or intimidated.

A lack of intention to offend, humiliate and/or intimidate, or a lack of awareness of the effect of the sexual harassment on others is irrelevant.

Sexual harassment can be physical, verbal and/or written. Sexual harassment can be a single or repeated act of offensive behaviour.

4.2 Examples of Sexual Harassment

Some examples of sexual harassment may include:

- unwelcome physical contact such as pinching, touching, grabbing, kissing and/or hugging;
- indecent exposure;
- staring or leering at a person or at parts of their body;
- standing too close to, or brushing up against, someone;
- making sexual or gender-based jokes, insults, comments or hand gestures;
- unwanted sexual requests or requests for dates; and/or
- sexually explicit conversations, material (such as posters and screensavers) emails, text messages or posts on social media (such as Facebook, Twitter or LinkedIn).

Sexual harassment does not include conduct which is mutually acceptable or based on friendship and respect that is invited, consensual or reciprocated.

5. HARASSMENT

5.1 What is Harassment?

“**Harassment**” is prohibited conduct. Harassment generally includes any unwelcome or unsolicited conduct which has no legitimate professional function, which offends, humiliates and/or intimidates another person or where a reasonable person would have considered or anticipated the possibility that the other person would be offended, humiliated and/or intimidated. A lack of intention to offend, humiliate and/or intimidate, or a lack of awareness of the effect of the harassing conduct on others is no excuse.

Harassment can be a single or repeated act of offensive behaviour.

5.2 Examples of Harassment

Some examples of harassment may include:

- bullying (refer to definition below);
- sexual harassment (refer to definition above);
- offensive jokes or comments;
- racially oriented intimidation and/or verbal abuse;
- creating an environment that is hostile towards a person with a particular attribute; and/or

- distributing or displaying offensive, humiliating and/or intimidating material such as posters, badges, videos or pictures.

6. BULLYING

6.1 What is Bullying?

“**Bullying**” is prohibited conduct.

Bullying is any repeated, unreasonable behaviour directed toward a person or group of people that creates a risk to health and safety. “Unreasonable behaviour” includes any behaviour that a reasonable person, having regard to all the circumstances, would expect to victimise, humiliate, intimidate and/or threaten a person.

There is no specific number of incidents required for the behaviour to be considered “repeated”, nor does the same kind of behaviour need to be repeated (that is, it can involve a series of different acts).

6.2 Examples of Bullying

Some examples of repeated behaviour that may constitute bullying include:

- physical abuse or verbal abuse (including swearing, yelling or screaming);
- intimidating or threatening behaviour such as stalking, threatening to make a persons’ life difficult or blocking a person’s path;
- victimising, teasing, joking, ridiculing and/or belittling a person;
- sending offensive, intimidating, threatening and/or humiliating emails, messages or posts on social media (such as Facebook, Twitter or LinkedIn);
- deliberately isolating or excluding others from work-related discussions, communication and/or work related activities; and/or
- damaging another person’s belongings, work or equipment.

7. VILIFICATION

7.1 What is Vilification?

“**Vilification**” is prohibited conduct.

Examples of Vilification

Vilification generally includes any form of communication or conduct that occurs publicly which may provoke hatred, contempt and/or ridicule for a person or group of people because of their actual or assumed race, religion, sexuality or gender identity or HIV/AIDS status.

Unlawful acts of vilification may be expressed by:

- graffiti, posters, videos or stickers;
- public speeches, published articles or statements;
- public verbal or visual abuse;

- badges or clothing with slogans;
- internet sites (including social media such as Facebook, Twitter or LinkedIn); and/or
- destruction of property.

8. DEFAMATION

8.1 What is defamation?

“**Defamation**” is prohibited conduct. Defamation consists of any communication by a person which tends, in the minds of ordinary reasonable people, to injure another person’s reputation either by:

- disparaging him or her;
- causing others to shun or avoid him or her; or
- subjecting him or her to hatred, ridicule or contempt.

The above communication may be achieved through many means, including spoken or written words, gestures, exclamations or laughter, printed or electronic images, publications on the internet, communications in person or communications by broadcast.

9. YOUR RESPONSIBILITIES

It is the responsibility of all guest speakers to:

- promote a culture that is free from prohibited conduct;
- understand and comply with this Policy;
- be responsible for their own behaviour and treat all guests with fairness and respect;
- not engage, or be involved, in any prohibited conduct towards another person; and
- report any prohibited conduct that they experience or witness occurring towards others.

10. LIABILITY

10.1 Individual Liability

You may be held legally liable as an individual for behaviour that is unlawful, including discrimination, harassment, sexual harassment, bullying, defamation and/or vilification.

10.2 Indemnity

By agreeing to the terms of this Policy you indemnify, and keep indemnified, ASAPS, for any loss, liability or damage suffered, incurred or paid by ASAPS arising out of, or in connection with a breach by you of this Policy.

Acknowledgement

I acknowledge that I have read, understood and agree to abide by ASAPS' Guest Speaker Policy:

Name:

Signature:

Date: