

The Cat Fanciers' Association

Abusive Conduct Prevention Policy

Adopted by CFA Board of Directors June 2023

Abusive Conduct Prevention Policy

CFA is committed to providing a safe and respectful environment that is free from bullying and abusive conduct. CFA prohibits and will not tolerate any form of bullying by and against CFA employees, officers, directors, contractors, interns, judges, clerks, committee members, vendors and event participants.

Every individual employed or affiliated with CFA, including anyone who participates in or attends any CFA event (including events sponsored by or affiliated with CFA), is responsible for maintaining and contributing to an environment that is free from bullying and other abusive conduct. All such individuals are expected to conduct themselves in a manner that demonstrates professionalism and mutual respect for others.

Prohibited Conduct

For purposes of this policy, abusive conduct is defined as acts or omissions that a reasonable person would find hostile, offensive, humiliating, intimidating, or otherwise abusive in any way concerning a CFA event or activity. Factors to be considered when evaluating whether particular incidents constitute prohibited abusive conduct under this policy include, but are not limited to: the severity, nature, and frequency of the conduct; the actual or perceived intent of the person(s) involved; any past instances of abusive conduct or similar behavior; the occurrence's associated with a CFA activity or event; CFA's involvement in the situation, and/or the context within which any particular behavior occurred.

Conduct that violates this policy includes but is not limited to:

- Verbal or written comments that include derogatory remarks, insults, and epithets.
- Verbal, nonverbal, or physical conduct of a threatening, intimidating, or humiliating nature.
- Sabotaging or undermining another's performance of their duties and/or participation in CFA or CFA-sponsored/affiliated events.

This list is illustrative only and not exhaustive. No form of bullying or abusive conduct will be tolerated.

This policy applies to all forms of conduct including but not limited to that which occurs over email and other electronic communication systems or devices, including social media and other internet sites/forums.

Any person found to have violated this policy will be subject to appropriate disciplinary action at CFA's sole discretion pursuant to the CFA Bylaws.

Complaint Procedure

CFA expects all employees, officers, directors, contractors, interns, judges, clerks, committee members, vendors and event participants to immediately report all concerns of bullying or abusive conduct so that prompt and appropriate action can be taken.

If any party is subjected to any conduct believed to violate this policy, the party must provide a written complaint to the protest committee or special investigations committee.

Conduct that violates, or may violate, this policy should be reported even if the complaining party is not the intended target of the conduct.

A complaint should be as detailed as possible, including the date, time, and location of the incident and the names of all individuals involved and any witnesses.

CFA will investigate all complaints as soon as practicable through the protest process and will take prompt corrective action, including discipline, if appropriate in accordance with the CFA Bylaws discipline procedures. Employees, officers, directors, contractors, interns, judges, clerks, committee members, vendors and event participants are expected to cooperate in any related investigation. In appropriate cases, CFA will do its best to keep the report confidential to the extent possible.

No Retaliation

CFA prohibits any form of discipline, reprisal, intimidation, or retaliation for reporting incidents of bullying or abusive conduct of any kind, pursuing a complaint, or participating and cooperating in related investigations.