

Washington PUD Association Code of Conduct Policy

Approved by the Board of Directors, July 2026

The purpose of this Code of Conduct is to ensure that all meetings, conferences, training sessions, and association-sponsored events provide a professional, respectful, safe, and inclusive environment for members, staff, sponsors, speakers, and guests.

As a not-for-profit trade association, the Washington PUD Association (WPUDA) is committed to fostering productive dialogue, collaboration, and the exchange of ideas in a manner consistent with our mission and values.

WPUDA is committed to providing a professional environment free of inappropriate actions or harassment for everyone. Adhering to this Code of Conduct helps to make WPUDA meetings and events more productive while also managing our risk.

This Code applies to all participants at Association-sponsored events, whether held in person, virtually, or in hybrid format including members, board members, speakers and panelists, sponsors and exhibitors, staff and contractors, and guests.

WPUDA will not tolerate harassment or bullying in any form, including but not limited to the following behaviors:

- Sexual harassment of any kind, including unwelcome sexual attention and inappropriate physical contact.
- Harassment or intimidation based on race, religion, language, gender, sexual orientation, disability, appearance, or any behavior that may be considered discrimination against a group or class of people.
- Abuse of power (including abuse related to position, wealth, race, or gender).
- Being disruptive, excessive alcohol consumption, stalking, following, or threatening behavior.
- Behavior that harms, intimidates, undermines, offends, degrades, or humiliates others. (“Bullying” definition, Washington Department of Labor & Industries.)

While attending any WPUDA meeting or event, attendees agree to:

- Treat all participants, attendees, staff, vendors and guests with kindness, respect, and consideration.
- Listen with an open mind even if you disagree with another person’s opinion. Engage in constructive dialogue, even when disagreements arise.
- Refrain from personal attacks, inflammatory comments, or disruptive behavior. Disruptive behavior includes but is not limited to sidebar conversations during meetings, interruption of speakers, failure to be acknowledged by the chair before

speaking in committee meetings, conducting phone calls within the meeting space, recording presentations or conversations without permission.

- Adhere to committee protocols and procedures to ensure respectful discussion.
- Comply with the policies of the meeting venue.
- Adhere to Association Bylaws, and other governing policies.
- Be mindful of your surroundings and of your fellow attendees and alert WPUDA management if you notice an inappropriate or dangerous situation or someone in distress.

Any violations of this policy should be reported immediately to WPUDA onsite management to take appropriate action. If you do not feel comfortable reporting incidents to onsite management, you may contact any member of the Executive Committee.

WPUDA seeks to provide an environment in which diverse participants may learn, network, and enjoy the company of colleagues in an environment of mutual respect. As such, WPUDA will endeavor to investigate all incidents reported at an event with discretion and confidentiality. The extent and formality of an investigation will depend on the conduct alleged. The Executive Director, Board President, and legal counsel will confer after an allegation is made to determine how best to proceed. The Executive Director will keep the President updated concerning any investigation. Should the Executive Director or President be the subject of an investigation, they will consult with legal counsel regarding the appropriate manner in which to manage an investigation, including who in WPUDA leadership to keep apprised should the Executive Director or President have a conflict of interest.

WPUDA reserves the right to bar any person who violates this Code of Conduct from attending future WPUDA events in their entirety or in part, and to report any breach in conduct to their immediate supervisor and/or other authority if it is deemed necessary.

Violations of this policy may be subject to one or more of the following actions:

- Verbal warning. This may be made by committee leadership, members of the Executive Committee or the Executive Director and is intended to serve as a warning of behaviors inconsistent with the policy.
- Admonition. An admonition shall be a verbal statement by the Chair, Vice Chair or presiding officer made in open session and recorded in the minutes.
- Reprimand. A formal reprimand shall be administered through the Executive Committee via written correspondence. The action shall be approved by the Executive Committee by a majority vote, and the correspondence shall be made part of the minutes of the meeting at which it was approved.

- Censure. A censure shall be a written statement prepared by the Board of Directors. The recipient may make a statement to the Board of Directors in opposition to or mitigation of the censure. The censure and statement shall be included in the minutes of the meeting at which it is administered.
- Restriction from future attendance to part or all of meetings. A member may be restricted from attending all or part of Association meetings and events. The action shall be approved by a majority of the Board of Directors and recorded in the minutes of the meeting at which it is administered. The recipient may make a statement to the Board of Director in opposition to or mitigation of the censure.
- Removal from committee assignments as determined by the Board of Directors, either as a sole action, or in combination with any of the foregoing.

The Association's meetings, conferences, and events (collectively, "Official Functions") are limited to the specific dates, times, and locations identified in Association communications.

The Association shall not be responsible for, and expressly disclaims any liability arising out of or related to, any acts, omissions, conduct, statements, or activities of any attendee, member, guest, or third party that occurred:

- Outside the scheduled timeframes of an Official Function.
- Outside designated event venues or locations.
- During informal gatherings, social activities, or side meetings not officially sponsored or organized by the Association; or
- In connection with personal, professional, or business activities unrelated to the Official Function.

Each attendee acknowledges and agrees that participation in any activity outside of Official Functions is undertaken voluntarily and at their own risk. To the fullest extent permitted by law, each attendee agrees to indemnify, defend, and hold harmless the Association, its officers, directors, employees, agents, and representatives from and against any claims, liabilities, damages, losses, or expenses (including reasonable attorneys' fees) arising out of or relating to such activities.

Nothing in this provision shall be construed to waive any rights or protections available to the Association under applicable law.