

POrtalBurn Code of Conduct and Conduct Committee Guidelines

Origin of the Conduct Committee

In order to make our community and events safer, more inclusive, and more transparent, members of the POrtalBurn Board of Directors (BOD) developed a Code of Conduct. Prior to the implementation of a Code of Conduct Committee (CoC), the Board addressed conduct issues directly based on participants requests for involvement. After POrtalBurn 2017 it became evident that a more transparent, official, and community driven process was necessary for addressing conduct issues. The call is being made for volunteers to form a Conduct Committee with a minimum of 3 people, and a maximum of 7. The Board took the initiative to develop the initial Code of Conduct to help ensure that, at a minimum, it would support continuation of the event. Any further development of the Code of Conduct will be committee driven, with approval by the Board. Board approval is required to ensure any potential legal concerns are addressed appropriately.

POrtalBurn Code of Conduct

The following provides a framework for the POrtalBurn Code of Conduct, and is applicable to all participants. This was developed by the BOD to help launch the Conduct Committee. The newly formed committee will use this as a guideline moving forward, and is encouraged to review and submit recommendations for changes as they deem necessary. Any changes require BOD approval.

1. At all events organized by POrtalBurn, participants are responsible for their own behavior and resolving their own issues. If a participant does not feel they can resolve their issue, they are encouraged to ask a Ranger for assistance in determining how to resolve the issue.
2. POrtalBurn strongly suggests behaving in a manner that does not make other participants feel unsafe, threatened, or intimidated.
3. POrtalBurn will not condone any behavior that jeopardizes its ability to hold the annual festival and other community events.
4. Don't be a dick.

Mission and Priorities

The Conduct Committee is guided by the POrtalBurn Code of Conduct, which was established by the Board. Our mission is to provide the community with a vehicle to address conduct issues they feel are detrimental to the well being of our participants, and ensure the community's ability to hold our annual Festival and other events. The responsibilities of the Conduct Committee include:

- Refine the process for investigation of reports under our Code of Conduct
- Suggest changes, when needed, to the Code of Conduct to the Board of Directors
- Investigate reports in a thorough, confidential, and respectful manner
- Resolve reports by making recommendations to the Board of Directors

The Conduct Committee priorities are:

- Event Sustainability
- Participant Safety
- Confidentiality
- Clear Process
- Communication

[Conduct Committee Expectations](#)

Conduct Committee members will review applications for new committee members, vet applicants by soliciting community feedback, and request approval by the Board of Directors before accepting new members.

Types of reports and complaints that are handled by the Conduct Committee will include: non-consensual dosing, threats of violence, sexual assault, physical assault, abuse of power, and unsafe behaviors at POrtalBurn events that threaten event safety and continuity.

We ask that applicants be able to dedicate the time necessary to address reported issues, and to actively participate in scheduled Conduct Committee meetings.

[Committee Selection Process](#)

The Conduct Committee, established Spring of 2018, is served by a dedicated group of volunteers that have been vetted by the Board of Directors with input from the POrtalBurn community, and will sign a confidentiality agreement in order to receive and investigate reports of misconduct at a POrtalBurn event.

The initial selection process:

- Step 1: BOD creates code of conduct
- Step 2: Call for candidates. Requirements for consideration include:
 - Must have attended POrtalBurn 2017
 - Must not currently be banned, suspended or sanctioned
 - Each candidate provides a statement to aide the initial vetting process
 - Two weeks allotted for candidate submissions
- Step 3: BOD selects nominees
- Step 4: Solicitation for community feedback
 - The BOD makes a public post requesting community feedback and input
 - Feedback will be kept private, unless the candidate asks to see it themselves
 - Two weeks allotted for feedback
- Step 5: BOD selects committee members taking community feedback into consideration
- FUTURE INTENTIONS:
 - The BOD recommends considering a process that includes a community vote for new committee members. The founding committee will determine the value of implementing a community vote for new committee members and the process used.

[Moving Forward...](#)

We would like to invite community members (POrtalBurners) to take part in this important work by serving for a year-long term on the Conduct Committee. If you're interested in serving on the Conduct Committee please email: portalburnconduct@gmail.com expressing interest. Your application will be vetted by the current committee members, and requires Board approval.