

ICMA Code of Conduct: Participation at ICMA events, meetings and courses

March 2025

The International Capital Market Association (“ICMA”) is steadfast in their commitment to fostering a positive, inclusive, and discrimination-free environment at all ICMA convened conferences, meetings, courses and other events (“Events”). ICMA is dedicated to ensuring that every Participant is treated with dignity and respect, creating a space where collaboration and engagement can thrive.

This Code of Conduct (“Code”) applies to all individuals attending or participating in ICMA-sponsored Events, including members, non-members, employees, speakers, sponsors, vendors, and other guests (“Participants”). The Code governs all Participants’ personal conduct at any location convened by or associated with an ICMA Event, including but not limited to all venues, hotels, office or other meeting rooms, and off-site social gatherings.

I. Prohibited Conduct

To maintain a safe and respectful environment, ICMA explicitly prohibits behaviour or conduct that could harm or demean others. Harassment and discrimination based on attributes such as race, gender, sexual orientation, religion, age, disability (perceived or actual), or any legally protected characteristic are not acceptable and not tolerated.

Examples of prohibited conduct include:

- Offensive jokes, sexist, racist or other derogatory comments, or discriminatory slurs.
- Unwelcome advances, whether verbal or physical.
- Intimidation, stalking (online or in person), or threatening behaviour.
- Displaying or sharing sexually explicit or inappropriate images.
- Disruptive or inappropriate conduct resulting from excessive alcohol use.
- Recording or photography that is unwanted or inappropriate, especially where it invades privacy or contravenes confidentiality.

Participants are expected to report any instances of such behaviour promptly to ICMA staff.

II. Expectations for Participants

All Participants are expected to conduct themselves in a manner that contributes to a positive and professional atmosphere. This includes:

- Acting respectfully toward others, regardless of their role or background.
- Complying with venue rules and ICMA policies.
- Following local laws and regulations in the country where the Event is held.
- Reporting concerns about conduct that may violate this Code.

Participants should also respect confidentiality in sessions designated as private or governed by the “Chatham House Rule.”

III. Agreement to Terms

By attending an ICMA Event, Participants agree to adhere to this Code and related terms. Specifically, Participants consent to:

- The use of personal data in accordance with ICMA’s privacy policy.
- Being photographed or recorded during the Event, with such media potentially used for promotional purposes.
- Complying with all directions from ICMA staff or Event organizers, including wearing required identification, such as name badges.

ICMA retains the sole discretion to determine access to and participation in its Events, including the right to deny entry or request removal of any individual without refund.

IV. Reporting and Investigations

ICMA encourages Participants to report any violations of this Code to a staff member on-site or as soon as possible after the Event. Reports may be submitted anonymously, though anonymity may limit the ability to investigate or address the issue.

All reports will be handled with discretion and confidentiality to the extent possible. ICMA will act promptly to investigate concerns and take appropriate action. Participants are expected to cooperate fully and honestly with any investigations, including waiving anonymity if necessary to resolve the issue.

V. Consequences of Violations

Violations of this Code may result in immediate removal from the Event without refund, disqualification from attending future ICMA Events, or other measures deemed appropriate by ICMA. Decisions regarding consequences are at ICMA's sole discretion.

VI. Commitment Against Retaliation

ICMA strictly prohibits any form of retaliation against individuals who report violations of this Code in good faith or who participate in investigations. Ensuring a safe, inclusive, and respectful environment is a top priority for ICMA, and all concerns are taken seriously.

VII. Copyright and Use of Materials

Materials provided at ICMA Events are protected by copyright and may not be reproduced or distributed without explicit permission. Participants are expected to honour these restrictions to preserve the integrity of ICMA's intellectual property.