

Hexagon Code of Conduct

Purpose

Hexagon, Inc. (“Hexagon”) is an all-volunteer organization that strives to create and maintain an environment that is free from all forms of discrimination, harassment, and humiliation. Hexagon recognizes that it is the shared responsibility of its Board of Directors, production and/or artistic teams, cast, crew, members, and any and all other affiliates to ensure that all Hexagon volunteers are treated with dignity, decency, and respect. To meet these goals, Hexagon hereby adopts and pledges to vigorously enforce this Code of Conduct (“the Code”).

Scope

All persons participating in any event that is sponsored, hosted, or otherwise under the authority of Hexagon are covered by and are expected to comply with this Code and to take appropriate measures to ensure that any and all prohibited behavior or conduct does not occur and is reported to the Board of Directors if it does occur.

Discrimination

It is the policy of Hexagon to prohibit discrimination on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, disability, sexual orientation or identity, gender identity or expression, familial status, family responsibilities, genetic information, matriculation, veteran status, or any other legally protected characteristic (a “Protected Category” or “Protected Categories”).

Prohibited conduct under this policy includes, but is not limited to,

- Disparaging, demeaning, or offensive remarks made about or directed at any person or group on the basis of any Protected Category.
- Casting, creative, and administrative decisions made about a person or group on the basis of a Protected Category, except with regard to casting decisions involving the impersonation of existing public figures, in which case such decisions may take into account the physical similarity between a Hexagon member and the public figure.

Harassment

It is the policy of Hexagon to prohibit harassment of any kind. Harassment includes any comments or conduct initiated by one person towards another relating to a Protected Category that creates an intimidating, humiliating, hostile, or offensive environment for the recipient of such comments or conduct or any witness thereto.

Such prohibited harassment may include any of the following if unwanted:

- Inappropriate, offensive, or sexual comments, stories, or jokes
- Sexual propositions or advances
- Leering, ogling, or other suggestive and insulting sounds
- Comments and/or jokes that implicate a person’s or group’s membership in a Protected Category
- Touching and/or inappropriate physical contact
- Inquiries or comments about a person’s sex life or sexual preference
- Distribution or discussion of any sexually explicit material that is not part of the play
- The display of sexual content and imagery, or content that is otherwise graphic, without adequate prior notice

Though harassment frequently manifested in a sexual manner, nothing in the foregoing examples should limit the application of this prohibition on harassment to any other Protected Category.

Professionalism and Respect

Hexagon members and volunteers are expected to behave in a professional manner while performing their volunteer roles and whenever representing Hexagon. To avoid damage to the integrity of Hexagon or its members and volunteers, Hexagon has established guidelines concerning professional conduct of members and volunteers. Prohibited conduct under this section may include, but is not limited to:

- Violent physical contact or threats to cause harm
- Conduct or comments that bully, intimidate, humiliate, or coerce
- Stalking, unwelcome following, unauthorized photography, or unauthorized recording

Hexagon expects all members and volunteers to treat each other with respect and courtesy.

Complaint Procedure

Any person who believes that there has been a violation of this Code should, to the extent they feel comfortable doing so, immediately tell the person initiating the violating conduct to stop. If the conduct continues, such person should immediately report the violation to the Hexagon Board of Directors at president@hexagon.org. Alternatively, a person may report a violation verbally to a member of the Board of Directors, who must immediately commit the complaint to writing via email to president@hexagon.org.

The President shall then task two or more members of the Board of Directors to conduct an investigation into the alleged violation of this Code. The investigation shall be prompt, thorough, and to the greatest extent possible, confidential, and shall include separately interviewing relevant witnesses — including the complainant(s), the person(s) alleged to have engaged in the prohibited conduct, and the person(s) alleged to have been the victim of the prohibited conduct, if such victim exists — and gathering and reviewing any direct or circumstantial evidence relevant to corroborate or disprove the allegations.

The Board Members conducting the investigation will submit a written report of their findings, including whether there is credible evidence that a violation of this Code has occurred, to the Board of Directors. Under normal circumstances, this report should be completed and submitted within two (2) weeks of the submission of the Complaint.

Upon receipt of the report, the Board of Directors will, consistent with Hexagon's bylaws, determine appropriate action based on the severity, frequency, and pervasiveness of the conduct. Appropriate action could range from counseling and verbal or written reprimand to removal from Hexagon's show.

Retaliation

It is the policy of Hexagon to treat complainants under this Code with dignity and fairness. Retaliation against any person who complains of conduct prohibited under this Code is strictly forbidden and is considered prohibited conduct under this Code. Any allegations of retaliation will be investigated and handled using the same procedures described above.

Adopted: June 22, 2020

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