



Code of Conduct

- Purpose

PRIDA is dedicated to providing an inclusive, respectful and safe environment for all trainees, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, ethnicity, race, national origin, age, or religion.

The training is guided by the highest ethical and professional standards and all trainees are expected to conduct themselves in a professional, respectful, and responsible manner at all times.

- Prohibited Conduct under this Code

Harassment is any improper or offensive conduct that might reasonably be expected or be perceived to cause offence or humiliation to another person. Harassment in any form, including but not limited to harassment based on gender, gender identity and expression, sexual orientation, disability, physical appearance, ethnicity, race, age, or religion is prohibited.

Sexual harassment is a specific type of prohibited conduct. Sexual harassment is any improper conduct of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation. It may involve any conduct of a verbal, nonverbal or physical nature, including written and electronic communications, and may occur between persons of the same or different genders.

- Complaint process

If Prohibited Conduct occurs during the training, then the person who is the target of possible harassment or any third party who has direct knowledge of the incident should report it as soon as possible, preferably before the training has concluded, to the person(s) or service identified for this purpose by PRIDA ('Focal Point').

Unless indicated otherwise, the Focal Point is ITU's Head of Safety and Security Division who can be contacted on +41 79 715 84 77 and/or security@itu.int.

The Focal Point will gather and record relevant information in a written account of the incident, taking into consideration any applicable ITU regulations, rules and procedures.

If the person who reports the incident is not the target of possible harassment, the views and situation of the person who is the target of possible sexual harassment will be taken into consideration. Due discretion and relevant confidentiality rules apply to this process.

As a guide, the following is the information typically required to commence the preliminary fact-finding process: name or other identifying information of the person being accused of sexual



harassment; date and location of the incident; a description of what happened; if there were witnesses, their names.

A trainee should never knowingly make a false or misleading claim about prohibited conduct.

- Response to complaint

Once it is completed, the Focal Point conveys the written account of the incident to ITU for such action as may be appropriate in response to a credible complaint, including revocation or suspension of training. If any additional information is required in relation to Prohibited Conduct, it will be gathered in accordance with ITU regulations and rules, as applicable.

ITU will keep the person who has reported the incident reasonably informed of actions taken while applying due discretion and relevant confidentiality rules.

- Prohibition of retaliation

Threats, intimidation, or any other form of retaliation against a trainee who has made a complaint or provided information in support of a complaint are prohibited.