

## Broadband Forum Observer Code of Conduct

This Observer Code of Conduct (the “Code”) outlines expectations for individuals participating as observers (“Observers”) in face-to-face meetings and conference calls (“Events”) of the Broadband Forum, as well as steps for reporting and addressing conduct not in accordance with the Code. We are committed to providing a welcoming and inspiring community for all.

Please note that notwithstanding anything to the contrary herein: (a) individual Observers violating the Code may be excluded from attendance, at present or future Events, and (b) nothing in this Code is intended to modify the rights or obligations of any individual attending or participating in a given Event as a representative of a Broadband Forum Member.

As an Observer, subject to compliance with the Code and timely registration and payment of all applicable fees:

- You may attend all Events, other than those expressly reserved for specific skill sets or industry groups for which you are ineligible.
- During Events:
  - You are not permitted to:
    - vote regarding the work being conducted at the applicable Event (“Work”)
    - submit or make any contributions, feedback, suggestions, ideas or other input regarding the Work, whether verbal, visual, written, electronic or otherwise
    - ask questions or make comments about the Work, in any form, as the Broadband Forum considers these actions to be contributions, or
    - make recordings (although you may take notes).
  - You will be identified as an Observer in the Event attendance list.
  - At in person Events, you must wear the provided badge that clearly identifies you as an Observer.
  - At teleconference Events, your mic may be set to mute.
  - You must comply with all applicable laws (including but not limited to applicable antitrust and anti-competition laws), and must comply with all related Broadband Forum policies as if you were a Broadband Forum member (including but not limited to the Broadband Forum’s Antitrust Policy, available at <https://www.broadband-forum.org/about-bbf/how-we-work/policies-procedures/the-broadband-forum-antitrust-guidelines>).
- You may access the Broadband Forum tools (e.g. wiki, Jira, and so on).
  - In order to obtain access to the Broadband Forum tools you must provide us with your contact details. To view the Broadband Forum Privacy Policy please see: <https://wiki.broadband-forum.org/display/BBF/Privacy+Policy>
  - Whilst creating a tools account you must agree to the Terms of Use: <https://wiki.broadband-forum.org/display/BBF/Terms+of+Use>

All Broadband Forum Members and Observers are expected to:

- **Be friendly and patient:**
- **Be welcoming:** Our community welcomes and supports people of all backgrounds and identities. This includes, but is not limited to members of any race, ethnicity, culture, national origin, color, immigration status, social and economic class, educational level, sex, sexual orientation, gender identity and expression, age, size, family status, political belief, religion, and mental and physical ability.

- **Be respectful:** We are a world-wide community of professionals, and we conduct ourselves professionally. Disagreement is no excuse for poor behavior or poor manners. Disrespectful and unacceptable behavior includes, but is not limited to:
  - Violent threats or language.
  - Discriminatory or derogatory jokes and language.
  - Sharing sexually explicit or violent material.
  - Sharing, or threatening to share, people's personally identifying information ("doxing").
  - Insults, especially those using discriminatory terms or slurs.
  - Personal space violations
  - Hacking or accessing anyone's electronic belongings without permission
  - Behavior that could be perceived as unwelcome sexual attention.
  - Repeated harassment of others. In general, if someone asks you to stop, then stop.
  - Advocating for or encouraging any of the above behaviors.
- If you believe anyone is in physical danger, please notify appropriate law enforcement first. If you are unsure what law enforcement agency is appropriate, please include this in your report and we will attempt to notify them.
- **Understand disagreements:** Disagreements, both social and technical, are useful learning opportunities. Seek to understand the other viewpoints and resolve differences constructively.

This Code is not exhaustive or complete. It is intended to capture our common understanding of the kind of conduct that will promote a productive, collaborative environment. We expect the Code to be followed in spirit as much as in the letter.

#### Scope

This Code of Conduct applies to all areas of Broadband Forum activity, regardless of whether the applicability of the Code is called out.

#### Reporting Code of Conduct Issues

We encourage all Broadband Forum Members and Observers to resolve issues on their own, whenever possible. This builds a broader and deeper understanding and ultimately a healthier interaction. If an issue cannot be resolved independently, please feel free to report your concerns by contacting [help@broadband-forum.org](mailto:help@broadband-forum.org).

In your report please include:

- Your contact information.
- Names (real, usernames, or pseudonyms) of any individuals involved. If there are additional witnesses, please include them as well.
- When and where the incident occurred. Please be as specific as possible.
- Your account of what occurred, and if you believe the incident is ongoing. If there is a publicly available record (e.g., a mailing list archive, video or a public chat log), please include a link or attachment.
- Any additional information that may be helpful.

All reports will be reviewed by the Broadband Forum CEO and will result in a response that is deemed necessary and appropriate to the circumstances. Where additional perspectives are needed, the Broadband Forum CEO may seek insight from the Board of Directors or others with relevant expertise or experience. Except to the extent otherwise required by law or agreed by the relevant parties, the confidentiality of the person reporting the incident will be kept at all times, and involved parties will not be part of the review.

Anyone asked to stop unacceptable behavior is expected to comply immediately. If an individual engages in unacceptable behavior, the Broadband Forum CEO may take any action deemed reasonable and appropriate under the circumstances, including temporary or permanent exclusion from any Event or Events.