

Code of Conduct

SAMOK operational guide for events

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Introduction

SAMOK's operational guide for events is a guide for the organization's office staff, student union actors and other participants in SAMOK events. SAMOK always strives for a positive and equal atmosphere in its events. The operational guide for events is part of a larger whole and becomes part of SAMOK's quality system, and facilitates event organization and solving possible problem situations.

The guide is applied in connection with SAMOK events during the official program of the event, i.e. from the moment the event is marked to start and until the event is marked to end. The guide is also valid during formal evenings, but not for informal after-parties. This guide addresses equality, harassment, bullying and how to address it. In order to ensure the comfort of all those attending the SAMOK event, it is important to have common rules.

“Equality means that all people are equal regardless of their gender, age, ethnic or national origin, nationality, language, religion or belief, opinion, disability, state of health, sexual orientation or any other personal reason.” Article 6 of the Finnish Constitution states that people are equal and Article 6 of the Equality Act prohibits indirect and direct discrimination and harassment based on the above-mentioned characteristics. Everyone experiences harassment differently: there is no unambiguous way to define a person's experiences. For one, a joke can be harmless and funny, while another may find it offensive to themselves or someone else. It is noteworthy, however, that when a person experiences a situation where they think harassment occurs, it leaves them uncomfortable.

According to the feedback received from SAMOK events over the years, most of the participants experience the events as positive, communal and refreshing opportunities for



e.g. peer support. The purpose of the SAMOK operational guide for events is to create a framework in which all participants can continue to feel equal and a welcome part of the SAMOK community.

Harassment, discrimination and inappropriate behavior

“Harassment is the violation of the dignity and integrity of a person or group of people by creating an intimidating, hostile, degrading, humiliating, or offensive atmosphere.”

Definition of harassment on the [Ombudsman's](#) website.

“Discrimination means treating people unequally or placing them in a different position without an acceptable reason. Discrimination also includes the creation of an atmosphere of threatening, hostile, degrading or humiliating purposes, as well as an order or instruction to discriminate..” From the [Ihmisoikeudet](#).net site

“Inappropriate treatment is behavior contrary to general good manners towards others.” - “The boundaries of appropriate and inappropriate behavior are defined by workplace personnel. If someone finds “rough humor” offensive, it should stop. Nor does the workplace involve shouting, raging or dealing with matters related to personal characteristics.” [Occupational safety and health publication - Inappropriate treatment](#)

“Sexual harassment is intentional, unwanted, one-sided sexual behavior or discrimination based on sex.” Wikipedia.fi article [Sexual harassment](#)

Participants in SAMOK events are often socially active and have opinions, ideologies and identities. When a diverse group of people participate together in an event, harassment and discrimination can happen unnoticed. Respect for freedom of expression and opinion is the first step towards a non-discriminatory and harassment-free event.

Finnish alcohol culture can sometimes be pressuring, especially for people who do not use alcohol. The use of alcohol is everyone's choice, and no one's choice should be questioned or criticized. Exceeding one's limits and experiencing embarrassing situations can occur under the influence of alcohol. Everyone is responsible for their own behavior.

Social media is an integral part of SAMOK events. Discussion groups and the like act as a common communication channel, both formally and informally. Written and pictorial communication on the internet can be challenging for everyone to understand and sometimes a message comes out wrong. The target of so-called memes is most often



someone participating in the event, whose behavior is to be underlined by means of humor. The creator of the meme should take into account the limits of good taste and ask the consent of the person who ended up in the image.

Anti-harassment contact person activities

For each SAMOK event, two anti-harassment contact persons who are SAMOK's actors and of are different genders are announced. It is the responsibility of the anti-harassment contact person to listen without condemnation and to address upon request harassment situations that have arisen (hereafter, in this guide, the words harassment and harassment situation also refer to situations of inappropriate behavior and discrimination.) During events, anti-harassment contact persons are available primarily in person, but other means of contact may be used. When making contact, it is a good idea to keep in mind that internet access or challenges in time management can affect the immediate availability of the anti-harassment contact person. A person who has experienced harassment or discrimination at a SAMOK event may contact the anti-harassment contact person of the event even after the event.

Upon contact, the anti-harassment contact person and the person who experienced the harassment will discuss the situation and possible further action. The anti-harassment contact person acts in confidence and does not take action without the permission of the person who experienced the harassment. If they wish, the person who experienced the harassment can refrain from demanding action and only seek support through discussion from the anti-harassment contact person.

Operating instructions

If you experience harassment, discrimination or inappropriate behavior:

Contact the event's anti-harassment contact person.

- Describe what you have experienced or what has happened.
- Talk to the anti-harassment contact person to resolve the situation.
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If you experience a situation where someone else is being harassed and discriminated against and you want to report it:

Contact the event's anti-harassment contact person.



- Describe what you have seen or what has happened.
- The anti-harassment contact person will be in touch with the various parties in relation to the situation you have witnessed.

Anti-harassment contact person activities:

After being informed of the harassment situation, the anti-harassment contact person acts with confidence and with the consent of the harassed person.

The anti-harassment contact person can:

- Contact the parties of the harassment situation and discuss what happened.
- Provide an opportunity for both parties to discuss what happened.
- Advise the parties to contact various support services, e.g., phone services.
- Assemble a group to decide on measures.

When the harassment situation is particularly blatant and offensive, the anti-harassment contact person assembles a decision-making team consisting of people working at the association's office.

The decision-making group may:

- Contact the superior of the person accused of harassment.
- Decide on possible disciplinary actions, such as removal from a program section or event, or a ban on SAMOK events.