



BIODIVERSITY  
BUILDING  
BLOCKS FOR  
POLICY

## M38 Code of Conduct for meetings

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## 1. Preamble

Biodiversity Building Blocks for Policy (B-Cubed) is a Horizon Europe funded project that has the goal to simplify and standardize access to biodiversity data. Information will be internally disseminated through symposia, meetings, webinars, conferences, events and workshops (including a hackathon and multiple training sessions in time). The code of conduct for meetings has a set of ground rules which help to facilitate trust, honesty and accountability in everything we do. By participating in any activities associated with B-Cubed, you agree voluntarily to abide by this code of conduct for meetings.

## 2. Expectations

B-Cubed partners want to create a safe and hospitable environment for everyone who is participating, regardless of race, religion, occupational status, physical or mental ability, appearance, gender, gender identity or sexual orientation. It is important to maintain constructive and civil conversations with other participants, to achieve a healthy and friendly environment where productivity can thrive. This includes speakers honoring time limits, participants being aware of balancing speaking and listening time, attacking the problem and not the speaker, and welcoming new attendees. Inclusive behavior will be encouraged at meetings, to ensure all participants will experience the collaborative environment in the same way.

## 3. To file a complaint or report an issue

When you are uncomfortable or have a problem during a meeting, please contact the organizers. If you would like to file a complaint or witness something inappropriate, or have other concerns, please contact us at [b-cubedsupport@meisebotanicgarden.be](mailto:b-cubedsupport@meisebotanicgarden.be).

