

## **RCAC Training Code of Conduct**

### **1. Respect for Trainers and Other Participants:**

Training participants must treat trainers and other participants with respect, professionalism, and courtesy during training sessions. This includes refraining from any rude or derogatory comments, actions, or behaviors towards others.

### **2. Punctuality:**

Training participants should arrive on time for all training sessions. Tardiness disrupts the training schedule and can cause inconvenience to trainers and other participants.

### **3. Confidentiality:**

Training participants must respect the confidentiality of other participants and trainers. Any information shared during the training sessions must remain confidential and not be disclosed outside of the training environment.

### **4. Active Participation:**

Training participants are encouraged to participate actively in the training sessions, ask questions, and engage in discussions to enhance their learning experience.

### **5. No Discrimination:**

Training participants must refrain from any form of discrimination, including but not limited to discrimination based on race, ethnicity, gender, gender identity, sexual orientation, religion, age, or disability.

### **6. No Harassment:**

Training participants must not engage in any form of harassment, including but not limited to verbal, physical, or sexual harassment towards other participants or trainers.

### **7. No Recording:**

Training participants are not allowed to record any portion of the training session without the express permission of the trainers.



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8. Feedback:

Training participants are encouraged to provide constructive feedback to trainers and the company regarding the training sessions and are highly encouraged to fill out the post-training survey that is provided.

By adhering to this code of conduct, clients can help create a positive learning environment for themselves and others. Any violations of this code of conduct may result in the training participant being asked to leave the event.