



AMCA Code of Professional Conduct

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The American Mosquito Control Association (AMCA) is a professional organization dedicated to providing leadership, information and education leading to the enhancement of public health and quality of life through the suppression of mosquitoes. The association is a collective of diverse backgrounds and varied professional disciplines dedicated to upholding the highest standards of ethical and professional behavior. The goal of this code of conduct is to ensure the organization maintains a respectful, harassment-free, and inclusive environment for all members, regardless of gender identity, sexual orientation, disability, appearance, ethnicity, race, national origin, age, or religion.

Mosquito control provides services which are increasingly important to the health, welfare, and progress of society. Those employed in the mosquito control profession have the responsibility to render effective and professional service to humanity. Therefore, in striving to advance and maintain the honor and dignity of the profession, the American Mosquito Control Association has established the following code to define the guiding principles of conduct and ethics for all members and contract staff of the AMCA as well as authors, reviewers, participants, exhibitors, and visitors at all AMCA sanctioned meetings and events.

Individuals aware of breaches of this Code are encouraged to refer to the Associations procedures for addressing violations of the Code, and to communicate with elected representatives of the AMCA organization, such as the president, president elect, vice president, or board member.

AMCA Membership: [Covers members and contractors (TA, Association headquarters staff)]

In accordance with this purpose, The AMCA encourages its members to:

- Treat all people with civility, avoiding harassment and discrimination,
- Evaluate the work of colleagues fairly and with open-mindedness,
- Recognize past and present contributors to science and not claim credit for accomplishments of others,
- Disclose potential conflicts of interest,
- Offer professional advice only on those subjects in which they are qualified,
- Expose scientific and professional misconduct promptly,
- Comply with all laws and regulations that apply to our science and profession.
- Members will not represent themselves as spokespersons for the Association without express authorization by the President of AMCA,
- Members will not undermine, vilify, berate, or otherwise intentionally injure the work, accomplishments, efforts, or professional reputation of another,
- Members will, always, strive to maintain the public trust, and advance the standards and principles established by the AMCA,



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- Members will cooperate in the exchange of information and technology for the growth and progress of the mosquito control profession and the AMCA.
- Members will not cause dishonor to the Association through their actions while representing the AMCA.
- Uphold the highest standards of truthfulness and honesty in all scientific and professional endeavors,
- Members will promote solidarity, harmony and support among members and fellow workers.
- Opportunities provided in this association shall be inclusive to all members regardless of gender, identity, sexual orientation, disability, appearance, ethnicity, race, national origin, age, or religion,
- Members will act fairly and justly toward vendors and contractors, selecting their products and services based on merit and value.

Publication: [Covers members, authors and reviewers of Journal, newsletter etc]

The following principles of ethical professional conduct apply to members reviewing, editing, or publishing grant proposals and papers in the professional literature in general, and particularly to all members seeking publication in the Association’s written publications.

- Researchers will claim authorship of a paper only if they have made a substantial contribution. Authorship may legitimately be claimed if researchers
 - conceived the ideas or experimental design;
 - participated actively in execution of the study;
 - analyzed and interpreted the data; or
 - wrote the manuscript; or
 - contributed to the work that made the manuscript possible.
- Researchers will not add or delete authors from a manuscript submitted for publication without consent of those authors.
- Researchers will not include as coauthor(s) any individual who has not agreed to the content of the final version of the manuscript.
- Researchers will not submit for publication any manuscript containing data they are not authorized to use. AMCA assumes the principal investigator(s) of a research project retain the right to control use of resulting unpublished data unless otherwise specified by contract or explicit agreement.
- Researchers will not represent research results as new if they have been published or submitted elsewhere or submit a manuscript for publication while it is under review for possible publication elsewhere.



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- Editors or reviewers will treat manuscripts under review as confidential, recognizing them as intellectual property of the author(s).
- When using ideas or results of others in manuscripts submitted for publication, researchers will give full attribution of sources. If the ideas or results have not been published, they may not be used without permission of the original researcher. Illustrations or tables from other publications or manuscripts may be used only with permission of the copyright owner.
- Members will not serve as editors or reviewers of a manuscript if present or past connections with the author or the author’s institution may prevent objective evaluation of the work.
- Members will not purposefully delay publication of another person’s manuscript to gain advantage over that person.
- Members submitting manuscripts for publication will promptly report to editors any errors in research results or interpretations discovered after submission or publication.

Event Attendance: [covers members, contractors, vendors, and guests]

- Communicate openly with respect and consideration for others, valuing a diversity of views and opinions.
- Avoid personal attacks, abusive and threatening comments and actions directed toward other attendees, participants, volunteers, exhibitors, staff, and suppliers/vendors.
- Alert staff if you notice a dangerous situation or someone in distress.
- Respect the rules and policies of the online virtual platform, mobile app, or any other venue.
- Harassment, intimidation, or discrimination whether physical, written or verbal based on or related to gender, sexual orientation, disability, physical appearance, body size, race, religion or national origin of any form is not tolerated.
- Inappropriate use of nudity and/or sexual images in public spaces, in presentations, online or threatening or stalking any attendee, speaker, volunteer, exhibitor, staff member, service provider or meeting guest is not tolerated.
- Do not threaten or stalk any attendee, speaker, volunteer, exhibitor, staff member, service provider or other meeting guest.

Reporting Violations of The AMCA Code of Professional Behavior

Want to file a complaint, have questions, or need assistance?

Contact the Executive Director or an Officer of the AMCA. Officers include President, President Elect, Vice President, the immediate Past President and Secretary/Treasurer



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- All reports are kept confidential to the extent allowable by law.
- You may choose to submit an anonymous report. Please note that while we will keep track of anonymous reports, we cannot act on a single anonymous report without further corroboration.
- All reports are taken seriously and will be investigated.
- We will gather all relevant details and information (written) from the reporter, the target (if they are not the reporter), the accused, and witnesses, and the digital archive. Please note that investigations may extend beyond the end of the meeting.
- The outcomes of investigations and subsequent sanctions will not be made public; however, those reporting incidents may request in writing to be informed of the outcome.
- Should the incident pose an immediate threat to personal or public safety, dial 911 for the appropriate authorities.
- Charges of any violation of this code by any association member or parties previously mentioned, will be closely examined by the Association’s Officers and may result in, but are not limited to, censorship, forfeiture of voting privileges, removal from standing committees or dismissal from association membership.
- If a participant or exhibitor engages in harassing behavior, AMCA leadership may take any action they deem appropriate, ranging from a simple warning to the offender to expulsion from this and future conferences. If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact AMCA staff who can work with appropriate AMCA Officers to resolve the situation.
- AMCA staff will revoke meeting credentials to anyone engaged in online harassment and may seek the assistance of law enforcement if necessary. We value your attendance and want to make your experience as productive and professionally stimulating as possible.
- In addition to the actions that may be taken at meetings (as described above), violators of the code of conduct will receive written documentation of the actions.

1.0 Revision History:

Rev No.	Change Summary	Date
Approval	Added to Procedures Manual	5/26/2022