Dear Conference/Symposia/Workshop Participant:

This event is supported all or in part by the National Institutes of Health (NIH) under

Award No.: and is governed by the NIH Grants Policy Statement (GPS) [Section 4.1.2](https://grants.nih.gov/grants/policy/nihgps/HTML5/section_4/4.1.2_civil_rights_protections.htm) [Civil Rights Protections,](https://grants.nih.gov/grants/policy/nihgps/HTML5/section_4/4.1.2_civil_rights_protections.htm) which provides that conference organizers of NIH-supported conferences and scientific meetings take steps to maintain a safe and respectful environment for all attendees by providing an environment free from discrimination and harassment, effective with conference grant proposals submitted for the April 12, 2022 due date and thereafter.

The University of California is committed to creating and maintaining a community dedicated to the advancement, application, and transmission of knowledge and creative endeavors through academic excellence, where all individuals who participate in University programs and activities can work and learn together in an atmosphere free of harassment, discrimination, or intimidation.

The University of California has policies that prohibit discrimination, harassment, and sexual harassment/sexual violence. These policies include the [UC Anti-Discrimination Policy](https://policy.ucop.edu/doc/1001004/Anti-Discrimination) (“AD Policy”) and the [UC Sexual Violence and Sexual Harassment Policy](https://policy.ucop.edu/doc/4000385/SVSH) (“SVSH Policy”).

The AD Policy prohibits discrimination and harassment on the basis of race, religion, color, citizenship, national or ethnic origin, ancestry, sex, (including pregnancy, childbirth, lactation or related medical conditions), gender, gender identity, gender expression, gender transition, sexual orientation, physical or mental disability (including having a history of a disability or being regarded as being disabled), medical condition (cancer-related or genetic characteristics), predisposing genetic information (including family medical history), marital status, age (at least 40 years of age), or veteran or military status. The SVSH Policy addresses sexual violence, sexual harassment, and retaliation (“Prohibited Conduct”). The SVSH Policy outlines the University’s responsibilities and procedures related to Prohibited Conduct in order to ensure an equitable and inclusive education and employment environment free of sexual violence and sexual harassment. Both policies apply to all University faculty, staff, students (undergraduates, graduates, and professional students), and third parties who participate in University programs and activities.

UCSF will respond promptly and effectively to reports of harassment, discrimination, and Prohibited Conduct and will take appropriate action to prevent, stop, and remedy conduct that violates UC policies.

How to Report Incidents of Harassment, Discrimination, or Prohibited Conduct:

In the event you or someone you know has a concern related to discrimination, harassment, sexual harassment, or sexual violence while attending an NIH grant-funded conference, you may report an incident to the conference organizers, the UCSF [Office for the Prevention of Harassment and](https://ophd.ucsf.edu/) [Discrimination](https://ophd.ucsf.edu/) (“OPHD”), and/or the [Health and Human Services Office for Civil Rights](https://www.hhs.gov/civil-rights/index.html) (“HSS OCR”).

* If you report an incident to a conference organizer, the conference organizer will immediately report the concern to OPHD, the UCSF office responsible for responding to reports of harassment, discrimination, sexual harassment, or sexual violence.
* Alternatively, you can report an incident directly to OPHD by calling 415-502-3400 or submitting a report to OPHD@ucsf.ed. Someone from OPHD will respond promptly, in accordance with UC policies. For more information about OPHD, see: [https://ophd.ucsf.edu/.](https://ophd.ucsf.edu/)
* If you believe a crime may have occurred, please submit a report to the UCSF Police Department (“UCPD”) for incidents that occur on campus, or to the local law enforcement agency for incidents that occur off campus. In an emergency, dial 911 for assistance. UCPD can be reached

at 415-476-1414 (for non-emergencies). For additional information about how to report a crime to UCPD see: [https://police.ucsf.edu/report-crime.](https://police.ucsf.edu/report-crime)

* In addition to reporting to conference organizers and/or OPHD, if you have questions, concerns or complaints related to harassment and discrimination, you may also make a report to the Health and Human Services Office for Civil Rights (“HHS OCR”). Information about how to file a complaint with HHS OCR can be found at: [https://www.hhs.gov/civil-rights/filing-a-](https://www.hhs.gov/civil-rights/filing-a-complaint/index.html) [complaint/index.html.](https://www.hhs.gov/civil-rights/filing-a-complaint/index.html) Filing a complaint with the conference organizer, OPHD, or the police is not required before filing a complaint of harassment or discrimination with HHS OCR and seeking assistance from the conference organizer in no way prohibits filing complaints with HHS OCR. Notifications to NIH may be done anonymously. For more information visit the NIH [Find Help webpage.](https://grants.nih.gov/grants/policy/harassment/find-help.htm)

Whether or not you choose to report an incident to conference organizers, OPHD, and/or law enforcement, free and confidential support is also available through the [UCSF CARE Office,](https://careadvocate.ucsf.edu/) which provides support to those who have experienced sexual harassment, sexual violence, other sexual misconduct, and racial harassment and discrimination. For non-urgent questions or appointments, call the CARE Office at 415 502-8802 or CARE@ucsf.edu. Additional information about rights and confidential support resources for persons involved in incidents of sexual violence or relationship violence can be found in the [UCSF Rights, Options & Resources](https://ophd.ucsf.edu/sites/g/files/tkssra9441/f/Rights_Options_and_Resources_1-11-2024.pdf) guide, which includes information about local, community-based organizations with advocates available 24 hours a day.