

## Health & Safety Policy

### I. DEFINITIONS

- A. The Association of South-Asian A Cappella, Inc. (“ASA”) is a 501(c)(3) non-profit organization that oversees the South Asian A Cappella community.
- B. All-American Awaaz (“A3”) is the national championship competition organized by ASA. For the purposes of this policy, A3 is considered as part of ASA.
- C. Bid Competitions (“Competitions”) are events hosted by student organizations at universities across the country. These bid competitions are selected on an annual basis by ASA.
- D. Organizational Leaders are defined as individuals who hold, or have held, leadership positions in their respective organizations, including but not limited to ASA, A3, Competitions, A Cappella teams, and any other organizations that exist within the community.
- E. Board Members are defined as all individuals currently or formerly part of a competition’s organizational board, not limited by their duration or capacity of membership. For ASA and A3, this list of individuals is kept on record by the Directors of ASA. For competitions, this list of individuals can be provided by the leaders of the respective competition, upon explicit request submitted in writing to ASA or the Bid Competition.
- F. Associated Individuals are defined as all board members, liaisons and volunteers of ASA and of competitions, and all members of all South Asian A Cappella teams.
- G. Affiliated Individuals are defined as any and all individuals that are members of or affiliated with:
  - 1. board members, liaisons, or volunteers of ASA, A3, or any bid competitions;
  - 2. any members of South Asian A Cappella groups/teams;
  - 3. any vendors, contractors or sponsors of any event that ASA supports;
  - 4. all audience members, whether physically in the event space or virtually on official, organizational-sponsored live streams;
  - 5. any venue or facility staff at an ASA-supported event; or
  - 6. any other individual that is directly or indirectly involved or included in the development or execution of an event that ASA supports.
- H. Community, for the purposes of this policy, is a general term used to describe the collective group of individuals that participate in the creation, support, performance, or viewership of music and art in the South Asian A cappella genre.

### II. PURPOSE

- A. The purpose of this Policy is to:



1. Ensure that individuals take all reasonable care for the health, safety, and well-being of others,
2. Define the expectation to report hazards, incidents, accidents, and risk of harm or injury to the appropriate organizational leader.
3. Define the scope of various entities' liability in the event of property damage,
4. Ensure that all Associated Individuals and Affiliated Individuals uphold the utmost integrity in complying with the season-specific guidelines set forth by ASA on public health scenarios

B. Scope

1. This Policy covers all Affiliated Individuals and members of the community.
2. This Policy also applies to any events or settings related to the community.

III. RESPONSIBILITIES

- A. Individuals are expected to act in accordance with the Public Health and Safety guidelines set forth by ASA each season.
- B. Should you witness any unsafe behavior, hazards, incidents or accidents, that risk individual or group health and safety, report these situations through the Complaints Form found on the ASA website.
- C. ASA reserves the right to take action against individuals or groups that are found in violation of this policy or pose a health or safety risk to other attendees at an ASA affiliated event. This is up to the discretion of ASA leadership.

IV. PRINCIPLES

- D. ASA strives to provide a safe environment for all members of our board, liaisons, volunteers, vendors, contractors, sponsors, bid competitions board, a cappella teams, and other clients.
- E. ASA is not liable for any illness or injury acquired at affiliated events as a result of violations of this policy.
- F. ASA is not liable for any damages incurred as a result of violations of this policy.

V. BREACHES OF THIS POLICY

- G. Breaches of this policy will be dealt with in accordance with ASA's Complaints Policy.
- H. The consequences for a proven breach will be determined at the discretion of ASA. Consequences range from, but are not limited to, monetary fines, probation, disqualification from competition, suspension from membership, or termination of contract.

## VI. COMPLAINTS

- I. Any individual with a concern is encouraged to report it and seek assistance in accordance with the procedures described in ASA's Complaints Policy.
- J. Complaints will be dealt with in a sensitive, timely and confidential manner.
- K. Complaints may be submitted anonymously, but this will significantly limit the extent to which ASA will be able to provide recommendations or perform corrective actions.

## VII. RETALIATION

- L. Retaliation against any party, including but not limited to, a person who reports a potential violation, a person who assists someone with a report of a violation, or a person who participates in any manner in an investigation or in the resolution of a complaint made under this Policy, is strictly prohibited and will not be tolerated.
- M. Retaliation includes but is not limited to threats, intimidation, reprisals and/or adverse actions related to an individual's membership, leadership, or participation in a community-related activity, event, or organization.
- N. ASA will take appropriate steps to assure that a person who in good faith reports, complains about, or participates in an investigation pursuant to this Policy will not be subjected to retaliation.
- O. Individuals who believe they are experiencing retaliation are strongly encouraged to file a complaint with ASA using the same procedure outlined in the ASA Complaints Policy.

## VIII. ADDITIONAL INFORMATION

- P. ASA reserves the right to make changes to any part of this policy from time to time.
- Q. ASA reserves the right to investigate violations of policies at its own accord at any time and enact appropriate consequences up to the organization's discretion.
- R. We will notify the community about significant changes by making a post on our social media, by placing a prominent notice on our website, and/or by updating information on our policies page.
- S. ASA welcomes your questions or comments regarding this Health & Safety Policy. You may contact us via email at [legal@desiacappella.org](mailto:legal@desiacappella.org).