Earth and Environmental Sciences Program

Lab and Field Research Safety Plan

Scope
This Code of Conduct applies both within project spaces and in public spaces when an individual is representing the Lab. Please note that this code of conduct is not a legal document, supplementing, but not supplanting, Department- and/or College-level policies for your level of employment or study.

Our Code
In the interest of fostering an open and welcoming laboratory and field environment, we as scientists pledge to make participation in our projects, and our community a harassment-free experience. This promise is made regardless of age, ability, any and all physical or mental disability, experience, ethnicity, gender identity, sexual identity and orientation, nationality, personal appearance, race, or religion. We wish to explicitly welcome persons whose voices have historically been excluded in geosciences.

- We should all model our behavior to contribute to creating a positive and working environment. Show empathy towards lab members while respecting the personal, professional space, and time of your colleagues. As a laboratory group we should be respectful of differing viewpoints and experiences. With anyone we should use welcoming and inclusive language; encourage personal responsibility, civility, and self-reflection among all lab members. Comments on physical appearance (clothing, hair) are not acceptable and subject to disciplinary action.
- We explicitly recognize the role that microaggressions play in creating a hostile work environment for BIPOC or other underrepresented students. Demeaning language and expressions that invalidate the personal experiences or result in a gendered or racialized environment should be immediately reported to the team lead and addressed.
- In accordance with CUNY Policy on Sexual Misconduct, Behavior that will not be tolerated includes: the use of sexualized language or imagery and unwelcome sexual attention; public, private, or electronic harassment; airing private personal information without explicit permission; possessing, using, distributing, manufacturing, purchasing,
dispensing or selling illegal substances. Other conduct which could reasonably be considered inappropriate in a professional setting. Please refer to the student bylaws for more detailed information.

Pre-Departure Checklist
1. The field leader should assess all risks associated with the proposed field activity and produce a document that details risks, prevention strategies, and planned responses. This plan should explicitly consider the experiences of BIPOC students in the field environment.
2. Before leading students in the field, the field leader should participate in anti-discrimination and anti-racist training. Training should address the topics of bystander intervention and de-escalation so that faculty are equipped to protect students from violence.
3. Field leaders should lead conversations with students that identify potential race-related incidents with team members and encourage bystander intervention.
4. Field leaders should present in the field and introduce all team members to the host community or other stakeholders.
5. Team leaders should document and address hostile encounters when they occur.
6. Pair students to create accountability and support partnerships to preclude any lone student becoming isolated and vulnerable.

Reporting Violations
Compliance with and effective enforcement of the Code of Conduct is an expectation of all Lab members. Lab administrators are responsible for clarifying the standards of acceptable behavior and are expected to take appropriate and fair corrective action in response to any instances of unacceptable behavior.

We expect that each of us be willing to advocate for any person that they observe being mistreated. Instances of abusive, harassing, or otherwise unacceptable behavior are all of our responsibility and may be reported by contacting the lab administrator.

If you have been discriminated against, this should be raised with the Chief Diversity Officer at your location. Following a discussion, the Chief Diversity Officer will inform you of the options available. These include seeking informal resolution of the issues or the college conducting a full investigation. Based on the facts of the complaint, the Chief Diversity Officer may also advise that your situation is more suitable for resolution by another entity within the University. If you wish to pursue a complaint you should be provided with a copy of the University's complaint form [Link]. Complaints should be made in writing whenever possible, including in cases where you are seeking an informal resolution.

Chief Diversity Officer Contact [link]

Please contact Public Safety for concerns that need an immediate response: [non-emergency phone]
Or dial 911

Accident reporting:
In the event of any accident please contact: [lab administrator contact]
Please contact Public Safety for concerns that need an immediate response: [phone number]

We define risk as any influence (internal or external to the work setting) that may affect the health and safety of an individual but over which the individual (or group) affected has little or no control. Lab and field activities vary in their nature, intensity, and duration and are difficult to categorize. This suggested protocol is intentionally broad and may not be appropriate for every disturbance to a safe and inclusive research setting. They are intended to provide a minimum framework for the safe and inclusive conduct of lab and field activities.

<table>
<thead>
<tr>
<th>Potential Risk</th>
<th>Potential Response Protocol</th>
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<tbody>
<tr>
<td>Any disturbance to a person’s physical health and well-being</td>
<td>Respond immediately to physical health concern(s)</td>
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<td></td>
<td>● Level 1 - activity leader or individual addresses with first-aid supplies available in accordance with completed training</td>
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<td>● Level 2 - public safety involvement</td>
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<td>● Level 3 - call 911 in the event of an emergency</td>
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<tr>
<td>Any disturbance to a person’s mental health and well-being</td>
<td>Step 1 - activity leader de-escalates conflict in accordance with completed training if present and if safe</td>
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<tr>
<td></td>
<td>Step 2 - public safety and/or Behavioral Intervention Team involvement</td>
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Training Resources
Student Bylaws

Rules for appropriate use of computers

Inclusive field work
https://serc.carleton.edu/advancegeo/resources/field_work.html#inclusive
Ten Steps to Protect BIPOC Scholars in the Field
https://eos.org/opinions/ten-steps-to-protect-bipoc-scholars-in-the-field

**Land use**
We acknowledge that our academic and scientific work is conducted on the traditional land of the ...(Matinecock and Munsee Lenape peoples of Long Island for QC).