URGE Pod Safety Plan for the GooseBarn Pod

Deliverable - Safety Plan - DRAFT

**Code of Conduct:** in process for INSTAAR. Within INSTAAR, we are currently working to create a general Code of Conduct, which includes guidelines to improve field safety and best practices for shared lab spaces.

This Code of Conduct, including field and lab safety guidelines, is being developed with input from INSTAAR JEDI task force members and will be reviewed by all INSTAAR members before it goes into effect.

It may be difficult to create a highly detailed safety plan for as broad a group as INSTAAR (just our two labs cover a lot of territory), but the current model is to create a solid, JEDI-informed base plan that individual research groups can build upon (and not subtract from).

**Required trainings:**

- What training does your organization require or offer? How often? Do you find this training effective? What would you introduce to make it more effective? What are the requirements for antidiscrimination, bystander intervention, and de-escalation training?

Our university, CU Boulder, requires training on Discrimination and Sexual Misconduct every three years. Due to changing federal regulations, all people were required to complete the training in 2020. link

Our institute, INSTAAR (the Institute of Arctic and Alpine Research), is planning to schedule this training session in May 2021 about preventing sexual harassment and assault: Building a Better Fieldwork Future Program at UC Santa Cruz
There are currently no guidelines for field safety training at INSTAAR, which houses both the Gooseff and Barnard labs. There have been non-mandated (but strongly advocated) trainings in recognizing unconscious bias and bystander intervention since Summer 2020.

**Because a significant portion of our field work takes place in Antarctica under the framework of the USAP, we included responses related to that in blue.**

Within the USAP there are several levels of field safety training, but none of them explicitly address safety issues for people of color. There is a well established safety framework and workplace culture that includes training, risk assessment and policies for checking out and checking back in depending on the work environment and tasking.

The USAP added a sexual harassment training that is required for all deploying participants. **There are plans to update this program.** Ideally, this should be expanded to include anti-discrimination of other protected classes.

The MCM-LTER project has added a pre-deployment meeting for all participants that reviews travel and deployment to help people be better prepared for fieldwork and the experience of working at McMurdo Station, Crary Lab and field camps.

Each MCM-LTER team has their own briefing to discuss work plans and field preparations for their group.

The MCM-LTER is participating in the LTER Network DEI committee and they are developing field safety guidelines within the Network.

The MCM-LTER recently (April 2021) held a DEI discussion that was open to all participants that focused on bystander intervention, inclusion and conflict resolution. This was acknowledged to be a starting point to determine how to improve our MCM-LTER team culture to be more inclusive of all people.
The MCM-LTER project is working to establish a DEI committee and to develop a team Bill of Rights.

**Pod-suggested additional trainings:**
- Unconscious bias (annual)
- Bystander intervention (annual)
- Conflict de-escalation (annual/ refresher before each field season?)
- Cultural competency
- Developing allyship (don't know if this exists or would need to be developed)
- Outdoor first responder (annual/ refresher before each field season, cost paid by INSTAAR)

**SUGGESTION:** We might use ADVANCEGeo as a training resource; their stated goals are to empower geoscientists to transform workplace climate through bystander intervention education. [https://serc.carleton.edu/advancegeo/index.html](https://serc.carleton.edu/advancegeo/index.html)

**Process for reporting violations:**
For JEDI-specific complaints: this will be included in the Code of Conduct. Currently, individuals can discuss their concerns with the INSTAAR JEDI task force leadership. [https://instaar.colorado.edu/diversity/jedi-task-force/](https://instaar.colorado.edu/diversity/jedi-task-force/)

Reporting options for University of Colorado OIEC, victim assistance, and law enforcement can be found here: [https://www.colorado.edu/oiec/reporting-resolutions/making-report](https://www.colorado.edu/oiec/reporting-resolutions/making-report)

For field work, include a racial risk assessment of sites, a pre-departure checklist of discussions within the field team, procedures for documenting incidents in the field, as well as, additional required or supported trainings.

**Field and Lab Work Locations:**
The GooseBarn labs do lab work in designated research spaces in SEEC/SEEL (buildings on the CU Boulder East Campus) and fieldwork in a wide range of locations, including:
Antarctica, the MCM-LTER Project, which falls under guidelines of the US LTER Network and United States Antarctic Program (USAP)
Western US rivers
Colorado, local, close to Boulder, and remote locations
Managed experimental areas
Alaska, Toolik Station and other locations

All of these spaces/places could be uncomfortable and unsafe for people of color. To help mitigate this discomfort and risk:

1. Before field work commences each year, conduct a JEDI-informed risk assessment that considers both risks and mitigating factors.
   - Supervisors and team leaders are responsible to educate themselves about potential risks to their team members.
   - Individuals should feel supported to express their concerns and PIs and field team leaders should be open to listening and be proactive to mitigate risks.
   - Document and maintain records of all known incidents at a research or field site.

a. Physical risk assessment, preparations
   - Identify access to water, food, facilities, communications, roads, etc.
   - Climate and weather conditions
   - Terrain
   - Animals
   - Other

b. Is it safe to work alone, or is a field partner needed at this location?
Consider interactions with people in your group as well as others
   - Law enforcement
   - Community members
   - Hunters
   - Dealing with hubris
   - Micro-aggressions from field partners or supervisors
Mitigations:

- The PI or team leader should communicate with local officials, law enforcement, site management, community leaders (depending on the situation) about field plans before the work takes place.
- Individuals should carry credentials, photo ID cards, permits, letter on letterhead, as needed.
- In locations where this would not *decrease* safety, individuals should wear INSTAAR or CU-logo’ed/ official-looking field apparel, including a safety vest or matching shirts.
- Individuals/ work teams should have a non-cellphone emergency communication device in the field
- Mandatory work buddies in higher-risk areas?

Check-in policy:

Establish a policy for checking out and checking back in. Communicate the plan to a responsible party.

- Daily check in (at least) for multi-day field work
- Communicate with the PI and a family member or trusted friend for shorter duration field work, day trips.
- Carry a MAINTAINED Spot or InReach that lab members can log out and carry with them any time we’re in the field (would need to build in who maintains this)
- Each person shares a list of 1-3 contacts for the PI or fieldwork coordinator to call if they do not check in on time - confirms each year AND updates whenever changes
- Remember to check back in!
- Establish a clear procedure for what to do if someone misses a check-in (are they grabbing a beer w their work partner, or in trouble?)
  - Wait X amount past the designated time?
  - try contacting them directly
  - try contacting people on their contact list, in order
  - Send a message to their Spot/ InReach (if possible)
  - Step up - notify police/ authorities

Revising the safety plan - iterative

Solicit feedback after the field work is completed:
• Communicate in the field each day, each week, and after each field season
• Debrief on what worked and didn’t work
• Communicate within the team, include the PI or other leadership as needed.
• Allow for written, verbal and other mechanisms to give feedback.
• What can we do to continually improve field safety and mitigate risk in the future?
• **Discussion point:** shall we create a survey form for anonymous feedback after the Antarctic field season?