

# URGEO

## Unlearning Racism in Geoscience

**ETH** zürich

&

**GFZ**  
Helmholtz-Zentrum  
POTSDAM

### Management Plan for ETH Zürich & GFZ Potsdam

Deliverable	Existing Policy or Resource?	Initial Point of Contact(s)	Where It Is or Will Be Posted	Review/Update Interval	Racial Risk Assessment ?	Recommendations?	Approval, Check, and/or Consequence
Complaints and Reporting Policy	Yes	<a href="#">Contact and advice services</a> = <a href="#">Respect   ETH Zurich</a>	It is already posted	Not clear	Not planned	Review reporting policy regularly; implement mandatory online trainings.	
Demographic Data	Only related to gender	Pod members	Existing demographic data are posted on institute website	Not clear - probably every several years	Unfortunately it is legally difficult to obtain ethnicity data	Need to broaden the definition of diversity beyond gender to include ethnicity. Possibly implement	NA
Policies for Working with Communities of Color	No	Pod members , Research Group Leaders		At the end of every project		Include community interactions in project planning, land acknowledgements	

Admissions and Hiring Policies	Yes	Pod leaders		unclear	Not planned.	Establish hiring guidelines (GFZ) Update diversity statements Provide drafts for advertisements Provide rubric for evaluation	
Safety Plan	Only related to physical lab safety, nothing about diversity and inclusion		Lab safety trainings are given by GFZ, additional diversity and inclusion related training should be added to this and code of conduct should be made and signed by all before lab and field work	Not clear.. A new code of conduct should be reviewed every year and supplemented if necessary	This should be done before going on field trips	Yes - diversity and inclusion training should be added to safety training that is mandatory before doing lab and field work at GFZ	Lab work and field trips should be allowed only after signing a code of conduct and completing diversity training
Resource Map	Not exactly but a lot of information is available on welcome center website	<a href="#">Welcome Center   ETH Zurich</a>		Not clear	Not planned	Recommend including more links that specifically relate to international students and/or people of color.	

- **Agreement** - This agreement can be adapted to outline how you will interact and meet with leadership about these policies, as well as regular meetings with key contacts such as diversity/inclusion committees, HR, etc.

We now have a meeting set up in mid-June with two individuals working on DEI at ETH Zurich, one at the Office of Personnel Development and Leadership and one at the Equal!, a team that works on DEI.

- **Pod Guidelines** - *Your pod guidelines can be adapted into longer term plans/bylaws, e.g. will this turn into a committee or working group in your organization/institution, will membership/leadership rotate, etc.*
- **Complaints and Reporting Policy**

As it currently stands, it appears that nothing is done about inappropriate behavior that is less than criminal. For anything less than criminal, conflict resolution is pursued with mediators and the victim is made to endure face-to-face mediation with the perpetrator. We feel that this policy prevents people from reporting inappropriate behavior, thus allowing all inappropriate behavior that is less than criminal. Our understanding is also that formal reports can be filed but that these are not tracked, though this is not exactly clear. We recommend using a whistleblower platform in which reports can be made anonymously and reports are tracked. We also recommend implementing regular mandatory training that includes the topics of sexual harassment, racial microaggressions, implicit bias, and bystander intervention.
- **Demographic Data** -

The key challenges regarding demographic data are the legal boundaries to the collection of data on ethnicity or sexual orientation. Any efforts in diversifying the research centres have focused on gender diversity. It is therefore important to find ways to collect complete demographic data. This could be done either on a voluntary basis and/or by trying to adapt to the legal constraints.

It is definitely necessary to broaden the definition of diversity beyond gender to include ethnicity, sexual orientation, gender identity, and social background. Moreover, all employees should be sensitized around this topic through regular training and/or during employee surveys.

- **Policies for Working with Communities of Color** -

Neither ETH or GFZ have any pre-existing policies for working with communities of colour, and currently there is no training available to help students/scientists/faculty navigate community interactions that require a high degree of local cultural knowledge and sensitivity. Generally, we note that this is difficult to manage at an institute or department level, the most effective way to

monitor this and encourage ongoing checks would likely be through funding agencies and at the research group level.

We recommend incorporating discussions about community interactions as part of all project planning. This is something that can be implemented by project group leaders and Research Group Chairs. We recommend including land acknowledgements, when appropriate, in conference presentations, in teaching materials, and in journal publications. For long-term field sites, we recommend working to build meaningful relationships with locals in a way that there is well-defined, mutual benefit. In particular, with respect to local scientists, we suggest outlining how the relationship will work from the outset (funding, scientific contributions, analytical work, co-authorship). Project plans should identify any risks to and benefits for local communities and produce guidelines for carrying out these interactions in a way that supports everyone involved. For long-term projects, SNF has a line of funding that targets cooperation and collaboration with a local community (7 year duration).

- **Admissions and Hiring Policies -**

At both institutions the hiring procedure changes depending on the position. At GFZ currently no hiring guidelines are in place, and the equal opportunity officer only vetoes decisions based on gender. We recommend that the equal opportunity officer also ensures that biases beyond gender are being avoided. Moreover, we recommend that GFZ hiring guidelines are being drafted, because currently the hiring process is defined by the section heads. This would significantly improve the transparency of the hiring process.

The equal opportunity statement in job applications at GFZ exclusively refers to gender balance, and should be updated to define diversity in broader terms. At both institutions the crafting of job applications could be improved by providing draft applications and guidelines for the evaluation process. We also recommend that the institutions provide a rubric for the evaluation of applicants. We have compiled [rubrics](#) from several North American institutions for guidance.

- **Safety Plan**

We have found that both our institutions lack training and respected codes of conducts that emphasize diversity, equity and inclusion. We recommend that these should be written and implemented.

Currently, safety training is limited to physical safety in a laboratory, and no codes of conduct exist for specific labs, as far as we know. Diversity and inclusion

training should be added to safety training that is mandatory before working in labs and going on field trips (already in existence and done online, known as ASiP). A code of conduct should be written that includes inclusivity and anti-racism, and that should be signed by all people working in a lab before they can start working. This should be tied in with all other mandatory on-site safety training and introductions. The code could be written universally for all labs, but individual labs would have to do any on-site training and have new inductees sign the code of conduct.

- **Resource Map -**

**ETH:** There is no current resource map, but most of the links we put together are found on the [Welcome Center | ETH Zurich](#) or a few clicks away. We recommend adding links to this website, namely, mental health resources, student clubs and associations, places of worship, outreach resources, and respect code of conduct. Also, the language page could be expanded to include a link to the ETH/UZH language school as well as to interpreters. There is also an important order of things once you arrive in Switzerland and these could be outlined under “Arriving in Switzerland” (register, rental agreement, bank account, cell phone plan, if I remember correctly).

**GFZ:** Comprehensive resource maps already exist on the [“New at GFZ” intranet page](#) (includes links to institutional interest groups, harassment/bias reporting procedures, research and community-building opportunities, etc.) and for adjusting to life in Potsdam/Berlin on the [Potsdam Welcome Center website](#). Few, if any, of these resources are targeted specifically towards historically underrepresented/minoritized/BIPOC employees, so improvements could be made by, at very least, adding a page linking to/aggregating external/non-institutional resources (e.g. SACNAS, NABG, AISES, GeoLatinas)