



**NIOZ Royal Netherlands Institute for Sea Research  
Session 1 – Pod Guidelines**

**Pod Guidelines**

1. Listen actively -- respect others when they are talking.
2. Speak from your own experience instead of generalizing ("I" instead of "they," "we," "you").
3. Do not be afraid to respectfully challenge one another by asking questions, but refrain from personal attacks -- focus on ideas and problems rather than people.
4. Participate to the fullest of your ability -- community growth depends on the inclusion of every individual voice.
5. Instead of invalidating somebody else's story with your own spin on their experience, share your own story and experience.
6. The goal is not to always agree -- it is to gain a deeper understanding.
7. Be conscious of body language and nonverbal responses -- they can be as disrespectful as words (even over Zoom!)
8. Assume everyone's good intentions but also acknowledge the impact of saying something that hurts someone else, even if it is unintended.
9. Maintain confidentiality. All stories shared in this space stay in this space unless explicit permission is given by the person sharing the story that it can be shared in another setting.

**2. Making decisions as a group**

We will make decisions by consensus.

**3. Pod member roles and responsibilities**

We rotate the roles of discussion leaders, notetakers, and who is responsible for preparing the deliverables during each meeting. As a group, we will meet with HRM at the end of URGE to discuss how to implement the deliverables that were worked on throughout the URGE sessions.