

URGE: Unlearning Racism in Geoscience
Session #6: Racism and Inclusivity
Deliverable - Safety Plan
POD: EOAS (University of British Columbia)

The four sections of our deliverable below will be incorporated into the EOAS field safety policy (concurrently in development) as well as in the department as a whole (website, grad orientation, new worker orientation). Within the field safety approval process (research, field school, field trips), we recommend that field workers review the Code of Conduct and Field Safety Bill of Rights before leaving for the field, using these documents as a starting point to build upon in safety discussions. It is especially important that people understand how to make a complaint before they go to the field.

Part I: UBC EOAS Code of Conduct
Building upon the [UBC Statement on Respectful Environment](#)

Everyone in the UBC Earth, Ocean, and Atmospheric Sciences Department (EOAS) has the right to be free from discrimination, unlawful harassment, sexual misconduct, and violence. EOAS is committed to providing a safe, productive, and welcoming environment for all staff, students, faculty, and participants in any field project, classroom, lab, conference, workshop, or project hosted or managed by EOAS, no matter what role they play. As such, all staff, students, faculty and participants are required to abide by this Code of Conduct.

Expectations:

- All UBC members and affiliates are expected to conduct themselves in a manner that does not infringe upon the rights of others.
- All UBC members and affiliates are expected to follow the guidelines laid out in UBC Policies [SC7](#) (Discrimination Policy), [SC17](#) (Sexual Misconduct Policy), and [SC18](#) (Retaliation Policy).
- All UBC members and affiliates are to be treated with respect and consideration, as outlined in the [UBC Statement on Respectful Environment](#).

Unacceptable Behaviors:

The following behaviors are considered violations of the EOAS Code of Conduct. Please note this list may not be all-encompassing. Violations will result in serious sanctions.

- **Discrimination** is the unfair or prejudicial treatment of people and groups based on characteristics such as race, religion, gender, age, disability, or sexual orientation.
- **Sexual Harassment** includes unwelcome sexual advances, requests for sexual favors, other verbal or physical conduct of a sexual nature, and offensive comments related to gender, gender identity and expression, sexual orientation, physical appearance, race/ethnicity and body size.
*See **Appendix A** for additional examples of sexual harassment and misconduct.

- **Sexual Misconduct** includes rape, sexual assault, inappropriate touching, sexual battery, sexual exploitation, coercion, and other forms of non-consensual sexual activity.
- **Stalking** is repeatedly following, harassing, threatening, or intimidating including by telephone, mail, electronic communication, or social media.
- **Physical or verbal abuse** is impermissible by anyone to anyone, including but not limited to staff, student, faculty, a participant, member of the public, or guest.
- **Retaliation** is adverse employment, academic or other actions against anyone reporting a violation of this policy (including reporting to any EOAS staff, management team member, police, or Investigations Office).

Potential Actions and Consequences:

- Anyone requested to stop unacceptable behavior is expected to comply immediately.
- EOAS and UBC management have the ability to take immediate and long-term actions to ensure the safety of UBC members and affiliates.
 - Immediate action would be carried out by a supervisor/manager and could include changes in field team composition or lab assignments and/or other options up to removal from the field or event of any student, staff member, contractor, or other member. Action taken will depend on the complaint, and involve the input of the person who experienced unacceptable behavior. If an incident involves criminal activity, the police will be notified.
 - Long-term actions occur once an investigation is completed. The UBC Investigations Office will make a 'finding of fact,' and depending on the finding, disciplinary action will be determined by the appropriate authority for the perpetrator involved in the case (e.g. Department Head, Dean, President). EOAS is committed to including the person who experienced unacceptable behavior in their discussion about how to make the environment safe again. If an incident involves criminal activity, an investigation will be completed by the police.

Options for Reporting Unacceptable Behavior:

All staff, students, faculty, and affiliates who feel harassed, discriminated, or retaliated against are encouraged to tell someone. This can include a friend, professional support groups, any staff, a manager or supervisor, department head, or graduate program director. *Note: If a disclosure contains information about criminal activity, heads, managers, and supervisors are obligated to involve the police.*

Individuals in EOAS have multiple reporting avenues. You can report an incident that you experienced, witnessed, or were told about, by using the information in the following document:

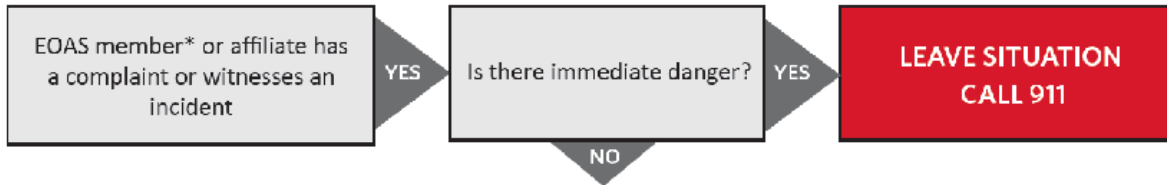
[Resources and Steps for Harassment and Discrimination Complaints](#)

(use this for clickable links)



Resources & Steps for Harassment & Discrimination Complaints

Including bias, microaggressions, bullying, sexual harassment, racism



For sexual harassment and misconduct incidents:

- > Sexual Violence Prevention and Response Office (SVPRO) (<https://svpro.ubc.ca/> 604-827-1588)
- > AMS Sexual Assault Support Center (<https://www.amssasc.ca/> 604-827-5180)

For discrimination & bullying: UBC Equity and Inclusion Office:

- > Human Rights Advising (<https://equity.ubc.ca/how-we-can-help/human-rights-advising/>)
- > Conflict Engagement Advising (<https://equity.ubc.ca/how-we-can-help/conflict-engagement-advising/>)

> **STUDENTS** | For general inquiries: UBC Office of the Ombudsperson (<https://ombudsoffice.ubc.ca/>) and GSS Peer Support (<https://gss.ubc.ca/peersupport/>)

> **STAFF/FACULTY/POSTDOCS** | For external guidance: Employee and Family Assistance Program - Morneau Shepell (<https://www.workhealthlife.com/> 1 844 880 9137)

ALL employees and students who feel harassed and/or discriminated against are encouraged to tell someone.

This can include the GUIDANCE/SUPPORT resources, a friend, your manager/supervisor, or the EOAS contacts below:

FOR STUDENTS

- > Graduate Council Coordinators: Cole Lord May (PhD) and Rachel Steinhilf (MSc); gradcouncil@eoaas.ubc.ca
- > Grad Program Director: Uli Mayer, umayer@eoas.ubc.ca
- > Department Head: Philippe Tortel, head@eoas.ubc.ca
- > Local Safety Team: Roger Beckie (Chair), Bethany Ladd (Co-chair), Anne-Martine Doucet (Grad rep); safety@eoas.ubc.ca
- > Equity, Diversity & Inclusion Committee: Sarah Bean Sherman (chair); edi@eoas.ubc.ca, Summer Cannon and Sophia Leiter (Grad Reps)

FOR STAFF/FACULTY/POSTDOCS

- > Human Resources: Daphne Fogelman, daphne.fogelman@ubc.ca
- > Department Head: Philippe Tortel, head@eoas.ubc.ca
- > Local Safety Team: Roger Beckie (Chair), Bethany Ladd (Co-chair); safety@eoas.ubc.ca
- > Equity, Diversity & Inclusion Committee: Sarah Bean Sherman (chair); edi@eoas.ubc.ca

For Internal UBC Investigation or option for Alternative Resolution***
 UBC Investigations Office (<https://io.ubc.ca/>)

Discrimination and harassment can also be reported to the BC Human Rights Tribunal. Contact the Equity and Inclusion Office for more details (<https://equity.ubc.ca/how-we-can-help/human-rights-advising/>).



If the disclosure contains information about criminal activity, supervisors, managers, and heads are obliged to involve the police.

To file a criminal report or conduct external investigation, report to police:

- > if the assault occurred on UBC campus, you can report to the RCMP (University Detachment: 2990 Westbrook Mall; 604-224-1322)
- > if the assault occurred in Vancouver, you can report to the Vancouver Police Department (2120 Cambie Street; 604-717-3321)
- > if the assault occurred outside of Vancouver, you can report to the police in the city where the incident occurred.

*EOAS Member: Student, Postdoc, Staff, Faculty
 **Disclosure vs. reporting: Disclosing is sharing information with UBC or a member of the UBC Community about an incident or incidents of harassment. An individual may choose to Disclose harassment without making an investigations report. Please note that disclosing could lead to informal report to keep as a record within EOAS. Reporting is providing a statement of allegations to the Office of Investigations or police about an incident or incidents of harassment and will lead to an investigation.
 ***Alternative resolution (AR): refers to an array of non-investigation responses including restorative justice, mediation, and online resolution options.

For Frequently Asked Questions (FAQ) visit:

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Appendix A. Additional examples of sexual harassment and misconduct (but not limited to):

- **Patterns of inappropriate social contact**, such as requesting/assuming inappropriate levels of intimacy with others.
- **Dating and Domestic Violence** includes emotional, verbal, and economic abuse with or without the presence of physical abuse.
- **Power-based personal violence** occurs when an individual asserts power, control, or intimidation in order to harm another. This includes relationship/partner violence, sexual assault, and stalking.
- **Deliberately mis-characterizing a person's gender identity**, including through the use of a name or pronoun that the person has rejected.
- **Gratuitous or off-topic sexual images or behavior** in spaces where they're not appropriate.
- **Violating the Ask Once Policy** (defined below)
 - Ask Once Policy - it is generally appropriate to ask someone out once, but no more than once. EOAS follows Ask Once as a behavioral guideline. The Ask Once guideline means that you can ask someone out once, and if they do not say yes, you cannot ask them out again. Asking out includes hitting on, expressing interest, and making advances. If someone brushes off the advance, does not reciprocate in a positive way, or turns down the advance in any way, it must be considered a "no". This guideline is intended to inform the behavior of someone interested in another EOAS member or affiliate, give people a simple way to judge when they are being harassed, and give EOAS management a tool in which to evaluate a resident's behavior.

Appendix B. Acknowledgements

This Code of Conduct is based heavily on the Sexual Misconduct Policy for the Toolik Field Station, UAF, development of which was led by former TFS staff member Brie Van Dam (brievd@gmail.com).

Resources used in the creation of this policy:

- Aline Garcia Rubio at the Catlin Gabel School, Portland, OR
- [Lily Cohen](#)
- [Kathryn Clancy](#)
- [Penn State University Field experience policy](#)
- [ADA Initiative](#)
- [Django Community Code of Conduct](#)
- [UAF Title IX Office](#)
- UCAR Earth Observing Laboratory Code of Conduct

Part II: EOAS Field Safety Bill of Rights

All students, staff, faculty, and all other field participants in the field party have the right:

- 1) To be informed about the plans, nature of work and risks involved with the remote fieldwork in which they will be participating.
- 2) To express concerns about their safety and comfort, and that of the team (e.g. dangerous camping sites, inadequate rest or sleep, inadequate bear-safe practices, etc.).
- 3) To refuse to do activities they feel are unsafe or they are not comfortable with (e.g. fly in bad weather, drive an ATV without training, cross a glacial stream, etc.).
- 4) To safe accommodations with whom they are comfortable (e.g. participants should not be required to share accommodations (like a tent) with a person with whom they are not comfortable).
- 5) To wear and have access to appropriate personal protective equipment (PPE) as needed (e.g. hardhats, safety vests, steel-toed boots, harnesses).
- 6) To a social environment that would be acceptable in a classroom setting (e.g. jokes, language and behavior not acceptable on campus are not acceptable off campus).
- 7) To reasonable attempts to provide adequate shelter, equipment and food (e.g. participants should not be required to go without meals and sleep in leaky tents for budgetary reasons).
- 8) To not be left alone in remote field settings if not desired (e.g. participants should not be required to spend time sampling out of line of sight of others unless the participant feels comfortable doing so).
- 9) To carry and use remote field safety equipment, including communication devices (e.g. participants should be given access to bear spray, mosquito netting, etc, and – if necessary – satellite phones and inReach-type trackers).
- 10) To request and obtain training for field safety issues and tasks from the PI (e.g. bear safety training, use of deterrent and communication devices, scientific equipment use, etc.).
- 11) To request a professional assessment if the participant feels they are experiencing a medical emergency, and be evacuated at no cost if needed (e.g. the flu, sprained ankle, broken leg, etc.).
- 12) To be given support and assistance if the participant feels a UBC Policy SC7 (discrimination based on race, color, religion, sex, gender, disability, or national origin, as per the BC Human Rights Code) or UBC Policy SC17 (sexual misconduct) violation has occurred. If deemed necessary by the participant, in discussions with the supervisor, for safety reasons and/or to file a complaint, early exit from the field at no extra cost to the participant should be facilitated (e.g. harassed because of gender, belittled because of religious background or nationality, sexual harassment, etc.).
- 13) All of these field safety rights shall be exercised without retaliation or adverse effect on the participant's academic progress or career standing.
- 14) All participants have the right and responsibility to say something to the trip leader, field safety coordinator, or another team member if they feel uncomfortable or unsafe (if you see something, say something).

Resources:

UBC Sexual Violence Prevention and Response Office: **Phone:** 604-822-1588; <https://svpro.ubc.ca/>

UBC Equity and Inclusion Office: **Phone:** 604-822-0309; **Email:** humanrights@equity.ubc.ca

[Resources and Steps for Harassment and Discrimination Complaints](#)

This bill of rights was adapted from the University of Alaska Fairbanks Geophysical Institute

PART III: Training Resources (Bystander intervention, anti-harassment, inclusivity)

Hollaback!: <https://www.ihollaback.org>

Society of Economic Geologists (SEG) Webinar: Building Safe, Inclusive, and Respectful Spaces; Allyship and Bystander Intervention Strategies: https://www.youtube.com/watch?v=mJ2FUh_uZeM

The Fieldwork Initiative: <http://fieldworkinitiative.org>

Me Too Mining Association: <https://www.metoomining.com/training.html>

UBC workshops through the AMS Sexual Assault Support Center:
<https://www.amssasc.ca/education/workshops-available/>

UBC workshops through Equity and Inclusion Office:
<https://equity.ubc.ca/how-we-can-help/training-and-education/custom-workshops-training/>

Compilation of resources for field work inclusivity:
https://serc.carleton.edu/advancegeo/resources/field_work.html

Safe Fieldwork Strategies for At-Risk Individuals: <https://www.preprints.org/manuscript/202008.0021/v1>

De-escalation tips from the Crisis Prevention Institute
<https://www.crisisprevention.com/en-CA/Blog/De-escalation-Tips>

Workplace Violence and Harassment Worker Training from Worksite Safety
https://worksitesafety.ca/product/training/online/violence-harassment-workers/?gclid=Cj0KCQjwyN-DBhCDARIsAFOELTIAzRrPtMiZ1-FYcm3317yPHxsForulG9cvs5Bl4WJxBpeZ2uLzLJoaAlvHEALw_wcB

PART IV: Safe fieldwork strategies for at-risk individuals in the field

Everyone who will be working in the field, whether in a remote or populated location, should consider the risks to all participants in the field work from identity prejudice. These risks could include, but are not limited to, targeted conflict or violence against BIPOC individuals, sexual harassment or violence to women or LGBTQ individuals, prejudice against religious identities, or environmental risks for individuals with disabilities. The field location, local or regional laws and local cultural norms should be assessed prior to initiating field studies, and situations that place individuals in uncomfortable and potentially unsafe positions should be avoided. At-risk individuals should play a role in determining the safety of the environment they are going to work in. This is not an individual task, however, and all members of the team should discuss and consider the risk, educate themselves on the potential risks to colleagues, and undergo training to learn how to support their colleagues (such as Bystander Intervention, Anti-harassment and Inclusivity training - see Part III).

Field teams must assume that prejudice can occur in any situation, and discuss and prepare for all eventualities.

Pre-trip risk assessment and discussion checklist

Prior to any field trip the following should be discussed by the team and supervisor with particular emphasis on the diversity of the team. Discussions about race/gender identity/religion etc. should be approached in an open and non-confrontational manner, to ensure they are fully discussed with the safety of the team members being the primary focus. Ideally, any high level risks should be identified in the field planning stages, and alternative locations with lower risk factors identified. No person should ever feel unsafe in the field, nor be discriminated against because they have voiced their concerns.

Topic	Discussed	Risks and Level (1 low to 10 high)	Actions / mitigation
Location			
Local laws			
Contingency plan			
Previous field participants experiences			
Field managers / property owners			
Work and communication schedule			
ID / letters / institutional			

