

# Participant Code of Conduct & Anti-Harassment Policy

## Consortium for Ocean Leadership

[For Virtual Events]

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### **Guiding Principles and Code of Conduct**

As a community organization, the Consortium for Ocean Leadership (COL) regularly organizes and hosts events, including meetings, workshops, conferences, trainings, and educational events, with members from multiple sectors within the ocean science, technology, education, and related communities and stakeholders. The core values of COL form the foundation on which we perform work and conduct ourselves and define how we interact with each other.

Our core values are:

#### ***Respect for each other, and for all cultures and backgrounds:***

We embrace each other's differences so that we may enrich the well-being of everyone. We value different experiences, backgrounds, and perspectives that bring forward creative and innovative solutions. We value a safe environment in which to offer multiple, and at times conflicting, opinions that drive toward common goals. We particularly value the diversity across the organization, and the contributions each person and organizational component makes to the success of us all. We are a growing and evolving organization; we value change.

#### ***Honesty, integrity, and candor:***

We seek the truth and speak it directly.

#### ***Credibility:***

We strive to be a trusted source of unbiased and science-based advice and information: science and technology are the ground upon which we stand.

#### ***Professionalism:***

Demonstration of exemplary qualities in all aspects of personal presentation and conduct; we establish and adhere to high standards.

### **We believe we can accomplish the most by working together.**

The participants of this meeting were chosen for the experience and perspectives they bring to the discussion; therefore, every voice is important to reaching our goal of building an Observing Air-Sea Interactions Strategy (OASIS) for a Predicted Ocean.

To those ends, in this meeting, we invite all staff and participants to abide the following code of conduct:

- ***Respect for each other, and for all cultures and backgrounds:***
  - Value a diversity of views and opinions and seek out perspectives other than those already represented.
  - Seek to understand, learn, and build rather than to be right.
  - Assume that you have relative privileges and both explicit and implicit biases.
    - Know that others may or may not have had similar opportunities, experiences, and background as you. Recognize that their contributions are equally valuable.
    - For those from dominant identity groups, refrain from contributions that prioritize dominant experiences over those who have been marginalized.
- ***Honesty, integrity, and candor/ Credibility***
  - Speak to your knowledge and experience when it is not represented in the group discussion.
  - Avoid sharing sensitive personal information about yourself or another individual, whether or not an attendee of this event.
  - Honor confidentiality. do not share the specifics of others experiences or information without permission.
  - Speak only for yourself. Avoid contributing to assumptions or generalizations about groups, and do not ask individuals to speak for their (perceived) group.
- ***Professionalism***
  - Leave space for others to engage and express comments and ideas if you have spoken recently, by speaking if you have not, and by letting people finish their thoughts before adding new ones.
  - Affirm the person, critique the ideas. Provide feedback constructively and with the intent for mutual growth, and welcome feedback and constructive dissent.
  - Be solution- and goal-oriented
    - Contribute what has not yet been said, rather than repeating or re-affirming what has.
    - Though we will be discussing topics that may involve high personal meaning and impact, refrain sharing potentially triggering information in the group and instead utilize the support resources offered.

### **Etiquette for virtual communication**

- If you would not say something to someone's face, refrain from writing/saying it virtually.
- Know that use of strong language, capital letters, and exclamation marks can be easily misinterpreted online as unwelcome yelling or aggressive behavior.
- Remember that tone does not carry via text. People might not realize you are joking or being sarcastic.

### **Supporting one another**

If you notice someone in distress, privately ask if they would like support or assistance. If yes, offer support, direct them to the workshop's support resources, and/or ask if they would like you to contact a COL staff member.

### **Reporting incidents**

Notification of an issue or concern should be done by contacting a COL staff person by phone, email, or private chat message in Gather.town.

**COL staff members responsible for this meeting:**

Sheri Schwartz, Program Associate  
Email: [sschwartz@oceanleadership.org](mailto:sschwartz@oceanleadership.org)  
Phone: (202) 448-1235 (not a mobile phone)

Maggie Chory, Program Associate  
Email: [mchory@oceanleadership.org](mailto:mchory@oceanleadership.org)  
Phone: (202) 448-1256

**Other COL reporting points of contact:**

Jasmine Hill, Meetings and Travel Specialist  
Email: [jhill@oceanleadership.org](mailto:jhill@oceanleadership.org)  
Phone: 202-448-1239 (not a mobile phone)

**Anti-Harassment Policy**

**Policy on Harassment**

COL is dedicated to providing a harassment-free and inclusive event experience for everyone regardless of gender identity and expression, sexual orientation, disabilities, physical appearance, race, nationality, age, religion, or any other protected category. COL will not tolerate unlawful harassment or behavior that creates an intimidating, hostile, or offensive environment at any of the events it organizes or co-organizes in any location throughout the world. All event participants are required to abide by this Code of Conduct, which is adapted from the American Geophysical Union and complies with the new directive from the National Science Foundation.

Sexual harassment is a specific kind of unlawful harassment and includes sexual advances, requests for sexual favors, unwelcome or offensive touching, and other verbal, visual or physical conduct of a sexual nature that has the purpose or effect of creating a hostile work environment. Harassment can include, but is not limited to, comments, cartoons, "jokes," e-mail messages, computer images, physical conduct (including gestures), horseplay, stereotyping, and unwelcome touching.

**Unacceptable Behavior includes, but is not limited to:**

- Harassment, intimidation, or discrimination in any form.
- Physical or verbal abuse by anyone to anyone, including but not limited to a participant, speaker, guest, staff member, volunteer, sponsor, etc.
- Sexual attention or advances.
- Personal attacks directed at other participants, speakers, guests, members, staff, etc.
- Alarming, intimidating, threatening, or hostile comments or conduct.
- Nudity and/or displaying sexual images.
- Threatening or stalking anyone, including a participant.
- Other conduct which could reasonably be considered inappropriate in a professional setting.

**Anyone requested to stop unacceptable behavior is expected to comply by ceasing the behavior immediately, regardless of**

- **Whether they agree the behavior is a policy violation**
- **Whether the request comes from the target of the behavior, a bystander/witness, a member of the COL staff, or another person in charge of the meeting.**

**Consequences for policy violations may include but are not limited to:**

- COL staff (or their designee) or security may take any action deemed necessary and appropriate, including immediate removal from the event without warning or, when applicable, refund (to include travel reimbursement).
- COL reserves the right to prohibit attendance at any future event.
- Notification of an infraction to the offender's home institution.