

# IODP Code of Conduct and Anti-Harassment Policy

## **PMO-approved version 4/12/2019**

IODP platform operators, who hold key organisational roles in IODP, are committed to providing a safe, productive, and welcoming environment for all program participants and staff.

The IODP Code of Conduct and IODP Anti-Harassment Policy apply to all IODP participants, and work in parallel with other behavioural policies or codes of conduct that may be applied by employers, funding bodies, facilities and events. In the case of policy overlap, policies issued by employers, funding bodies, facilities and events may take primacy.

The IODP Code of Conduct describes the behaviour expected from all IODP participants at all times and locations within, and around, the program.

The IODP Anti-Harassment Policy describes in more depth how the IODP platform operators will protect and support participants affected by harassment, and how the platform operators will take action against offenders. The policy also offers advice to participants attending IODP-related events that are not under the control of the platform operators.

## IODP Code of Conduct

The following behaviour is expected from all IODP participants at all times and locations:

- Avoid harassment, intimidation, or discrimination in any form (please also consult the IODP Anti-Harassment Policy below).
- Be considerate, respectful, and collaborative.
- Communicate openly with respect for others, critiquing ideas rather than individuals.
- Avoid personal attacks directed toward other participants.
- Avoid disruption of discussions, or during oral/poster presentations.
- Avoid anti-social behaviour, which is a nuisance to others and in certain cases can be dangerous in offshore environments. Such behaviour includes, but is not limited to:
  - Creating excessive noise.
  - Using abusive language.
  - Displaying aggressive attitudes.
  - Displaying offensive personal habits.
  - Displaying derogatory images, slogans, or terms.

All IODP participants should be mindful of their surroundings and fellow participants, and should alert a platform operator representative or the local host if they notice a dangerous situation or someone in distress.

Anyone requested to stop unacceptable behaviour is expected to comply immediately. Platform operators and local hosts may take any action deemed necessary and appropriate, including immediate removal from the activity.

## IODP Anti-Harassment Policy

**Harassment in any form is unacceptable behaviour in any IODP arena, regardless of location, circumstance, or whether individuals are on or off duty.**

IODP arenas include:

- platforms or facilities provided as part of IODP expeditions;
- periods of stand-by during port calls;
- periods of travel to and from IODP expeditions, meetings, and related events;
- any events that are linked to IODP such as post-expedition meetings, workshops, and conferences.

### What is harassment?

Although harassment is defined differently in various countries, definitions are broadly similar. In general, harassment is defined as unwanted conduct related to a relevant characteristic (including, but not limited to: age, disability, gender reassignment, race, religion or belief, power disparities related to professional status, sex, sexual orientation, marriage and civil partnership and pregnancy and maternity), which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual.

Sexual harassment includes, but is not limited to, assault, outright propositions or improper suggestions, threats or promises regarding compliance with sexual behaviour, unwanted physical contact (touching, pats, hugs, squeezes, brushing against, putting arm around another person), unwelcome advances, whistling, cat-calls, suggestive sounds, obscene gestures, inappropriate joking, display of offensive pictures or graffiti, stalking or following, and imbalance of attention.

Where harassment is repeated over a period of time and creates a risk to the wellbeing, mental or physical health, or safety of the recipient, it can be considered to be bullying. Bullying is often not legally defined, but is likewise unacceptable behaviour in IODP.

### What should you do if you witness or experience harassing behaviour?

If you witness or experience harassing behaviour, you should consider speaking directly with the offender if you are comfortable doing so. Many situations can be resolved by directly and promptly telling the offending party that his/her behaviour is making you feel uncomfortable and ask them to stop. If you do not feel comfortable speaking with the person privately, approach the individual with a trusted friend or colleague.

Alternatively it is your right and, especially in the area of serious incidents, sexual harassment or assault, you are strongly encouraged to report the matter to people who can help and support you.

Incidents should be reported to an IODP platform operator representative (on expeditions) or the local host/organiser (at facilities or events) as soon as is practical. Platform operators will offer support and immediate practical protective measures according to their own individual anti-harassment policies. Individual IODP platform operator anti-harassment policies and support contacts can be found here:

- [JR Science Operator Code of Conduct](#)
- ECORD Science Operator Code of Conduct – link to be provided when finalised
- MarE3 Code of Conduct – link to be provided when finalised

Other facilities and events are likely to have their own policies, and the local host should be able to offer support and advice.

In all cases, and especially if the effectiveness of local facility or event policies is in doubt, you are strongly encouraged to report incidents to your employer at the earliest opportunity, perhaps to a trusted manager or your human resource department.

If none of these options are appropriate for you, you should seek advice from someone else who is in a position to help, perhaps a trusted friend, colleague or a familiar IODP platform operator contact.

If you are the victim of a crime, you are strongly encouraged to call the local police services.

### What actions will the program take?

The IODP platform operators will fully support you after an incident of harassment, according to the individual policies of the operators (see above). Follow up action may include some or all of the following (or other appropriate actions) depending on the circumstances.

The first priority will always be to ensure your safety and, where this is considered to be at risk, appropriate action will be taken to minimise the risk.

Platform operator staff will, to the best of their abilities, sensitively investigate the incident to gain an understanding of the circumstances.

With your permission, and if not already done so, platform operator staff will contact your home institute on your behalf. Additionally, the platform operator will report details of the incident (as far as they understand them) to the institute of the alleged perpetrator, with the expectation that appropriate follow up steps will be taken by that institute with their employee. This may include appropriate disciplinary action.

Depending on the circumstances and the outcome of the investigation, the platform operator may – for example – expel the accused from the current activity, bar the accused from participating in future post-expedition activities, expeditions or any other IODP activity organised or co-organised by that platform operator.

For incidents that occur at IODP-related events that are not under the control of the platform operators, the local host will uphold the local anti-harassment policy and/or code of conduct. This may include the immediate expulsion of the accused from the event, in addition to other reporting steps which may be required by the local policy.

IODP platform operators and local hosts are obliged to fully cooperate with any criminal investigations, and to report criminal conduct related to harassment to relevant law enforcement agencies.