PARTICIPANT CODE OF CONDUCT
Workshops, Conferences, Field Projects

Our Pledge

UCAR and NCAR are committed to providing a safe, productive, and welcoming environment for all participants in any conference, workshop, field project or project hosted or managed by UCAR, no matter what role they play or their background. This includes respectful treatment of everyone regardless of gender, gender identity or expression, sexual orientation, disability, physical appearance, age, body size, race, religion, national origin, ethnicity, level of experience, political affiliation, veteran status, pregnancy, genetic information, as well as any other characteristic protected under state or federal law.

All participants (and guests) are required to abide by this Code of Conduct. This Code of Conduct is adapted from the one adopted by AGU, complies with the new directive from the National Science Foundation (NSF) and applies to all UCAR related events, including those sponsored by organizations other than UCAR but held in conjunction with UCAR events, in any location throughout the world.

Expected Behavior

- All participants are treated with respect and consideration, valuing a diversity of views and opinions
- Be considerate, respectful, and collaborative
- Communicate openly with respect for others, critiquing ideas rather than individuals and gracefully accepting criticism
- Acknowledging the contributions of others
- Avoid personal attacks directed toward other participants
- Be mindful of your surroundings and of your fellow participants
- Alert UCAR staff and suppliers/vendors if you notice a dangerous situation or someone in distress
- Respect the rules and policies of the project and venue

Unacceptable Behavior includes, but is not limited to:

- Harassment, intimidation, or discrimination in any form
- Physical or verbal abuse by anyone to anyone, including repeated use of pronouns other than those requested
- Unwelcome sexual attention or advances
- Personal attacks directed at other guests, members, participants, etc.
- Publishing others' private information, such as a physical or electronic address, without explicit permission
- Alarming, intimidating, threatening, or hostile comments or conduct
- Inappropriate use of nudity and/or sexual images
- Threatening or stalking anyone, including a participant
- Other conduct which could reasonably be considered inappropriate in a professional setting

Consequences

- Anyone requested to stop unacceptable behavior is expected to comply immediately.
- UCAR staff (or their designee) or security/local police may take action deemed necessary and appropriate, including immediate removal from the event, conference, workshop, field project, facility without warning or refund.
- UCAR reserves the right to prohibit attendance at a future event, conference, workshop or field project.
- Notification of an infraction to a Home Institution. In cases where there has been a potentially serious policy or code of conduct violation UCAR will notify the offender's home institution.

Reporting Unacceptable Behavior

If you or someone you know is subject to unacceptable and/or unwelcome behavior, or have any other concerns, please contact the on-duty points of contact for this conference, workshop, field project as identified below and who will be on-site and available by email or phone.

- on-duty point of contact
  (name):_____Peisang Tsai_____
  (email:_____ptsai@ucar.edu_____; cell number:___413-210-5681_____)
- on-duty point of contact
  (name):_____Cory Wolff_____
  (email:_____cwolff@ucar.edu____; cell number:___303-335-6517_____)
- on-duty point of contact
  (name):_____
  (email:_____; cell number:_____)

Please note that a report to the on-duty point of contact, who is not a UCAR manager or supervisor, is NOT considered filing an official report/complaint with UCAR.

Making a report to any UCAR manager or supervisor is considered an official report to UCAR regardless of whether the manager or supervisor is located on-site or off-site.

If you wish to file a complaint or report with UCAR, please contact:
- Lameece Erwin (lerwin@ucar.edu, w: 303-497-8711) or Neil Barker (nbarker@ucar.edu, w: 303-497-8721) in UCAR's Human Resources Department;
- Cam Brinkworth (carolyn@ucar.edu; w: 303-497-1670; c: 720-619-1459), Kristen Luna Aponte (kaponte@ucar.edu; w: 303-497-1657), or Leigh Dunewood (ldunewood@ucar.edu; w: 303-497-8844), in UCAR's Office of Diversity, Equity and Inclusion; or
- Bob Wiley (rwiley@ucar.edu; w: 303-497-8554) in UCAR's Health, Environment and Safety & Security Office.

Participants may also make an anonymous complaint through the **UCAR EthicsPoint Hotline** at https://secure.ethicspoint.com/domain/media/en/gui/58572/ or by calling **844-678-2671**, toll-free

within the United States, Guam, Puerto Rico and Canada. A translator will be made available if needed.

In the event of a complaint involving a UCAR employee, UCAR will follow its Harassment Reporting and Complaint Procedure.