

# DERTS Research Group & Laboratory Code of Conduct

The DERTS Research Group and Arctic Resources Laboratory is a dedicated to providing an inclusive, accessible and harassment-free research environment. We value the participation of every member of our group and wish to ensure people feel comfortable completing their research and sharing their work, opinions, and perspectives. To that end, we provide this Code of Conduct as an explicit statement of the behaviour that we expect of DERTS Research Group researchers and Arctic Resources Laboratory users.

- Act and converse in a professional way. Be respectful of others at all times. All members of the group; students, postdocs, visitors, technical staff, and faculty deserve equal respect and recognition. We can all learn from each other, whatever stage we are at in our careers.
- Appropriate professional conduct includes:
  - Speaking in a respectful way, at all times
  - Accepting responsibility for your mistakes
  - Not gossiping about the personal issues of others
  - Cleaning up after yourself – especially in communal spaces – so that you don't adversely impact the work of others
  - Following all safety procedures and helping others to do so
  - Treating lab equipment and the property of others with respect
  - Being considerate of, and valuing other people's time. If you are using an instrument or involved in a group activity requiring a fixed start time – be punctual. Do not waste instrument time, the time of technical support staff or your colleagues.
- Research and learning are core values.
  - Help others in the lab, including technical staff.
  - Share experiences that may be helpful to other members.
  - Collaboration within the group and with other members of the scientific community enriches everyone.

- Always be open-minded about suggestions and questions from others.
- Contribute to creating a welcoming, inclusive and accessible environment for everyone. Exclusionary comments or jokes, threats or violent language are unacceptable. Do not address others in an angry, intimidating, or demeaning manner. Feel empowered to challenge others who act in this way, including your advisor – you will be supported by others in the group. And as a member of the group, support others when they are the ones challenging behaviours. When speaking to or about others, make yourself aware of their preferred pronouns and do not deliberately misgender others. Be considerate of the ways the words you choose may impact others. Be patient and respectful of the fact that English may be a second (or third!) language for some of your colleagues. We will not tolerate offensive behaviour or comments related to gender, gender identity and expression, sexual orientation, disability, mental illness, physical appearance, body size, age, race, ethnicity, religion, or a person's lifestyle choices and practices. Feel free to discuss these issues with your advisor and others in the group.
- Harassment is not tolerated in this research group or across the University campus. This includes unwanted physical, sexual or repeated social contact. Consent is not implied, and if you are unsure whether your behaviour towards another person is welcome, ask them. If someone tells you to stop, do so promptly.
- Respect the privacy and safety of others. Do not take photographs of others without their permission. Posting or threatening to post personally identifying information of others without their consent is a form of harassment.
- Always try to be inclusive in lab and work-related social settings. In group meetings, keep comments succinct to allow engagement and contributions by other participants. Don't interrupt others; hold

comments until they have finished speaking. Be considerate and respectful of dietary restrictions, familial obligations, religious observances, and other personal obligations. If group members, including your advisor, do not live up to these expectations, feel comfortable in commenting.

- If you see something inappropriate happening, a gentle reminder about the Code of Conduct is a productive response. If further intervention is needed feel free to bring concerns to a senior group member/your advisor or our Departmental human resources contact – Manveen Maadhra, in the front office.
- As a general rule: please be intentional in your actions and humble in your mistakes.

---

Oct 30 2019. This policy is adopted, with permission and some modification, from the lab code of conduct developed by [Dr. Lisa Willis, Dept. of Biological Sciences, University of Alberta](#). For the full University Policy on discrimination and harassment see: <https://policiesonline.ualberta.ca/PoliciesProcedures/Policies/Discrimination-Harassment-and-Duty-to-Accommodate-Policy.pdf>