NSF Safe and Inclusive Work Environment

Plan for Off-Campus or Off-Site Research

**COMMITMENT.** Oregon State University is committed to creating and maintaining a safe, equitable, and inclusive working and learning environment – which aligns with NSF policy to “foster safe and harassment-free environments whenever science is conducted.” (NSF 2023 PAPPG Guide II-E.9]. The University meets NSF requirements, effective with proposals submitted 1/30/23 or later, to certify that they have a plan in place that addresses:

(1) Abuse of any person, including but not limited to harassment, stalking, bullying or hazing or any kind, whether the behavior is carried out verbally, physically, electronically, or in written form; and

(2) Conduct that is unwelcome, offensive, indecent, obscene, or disorderly

**TRAINING, POLICIES AND PROCESSES.** All OSU employees are required by University policy to complete critical training modules on preventing Sexual Misconduct, Discrimination, and Other Prohibited Behaviors and on ensuring Inclusion and Access. Graduate Employees and their supervisors receive additional annual anti-harassment and anti-bullying training which includes a field safety component.

The following policies and processes support OSU in developing and maintaining a safe and healthy work environment. These apply whether on OSU property, at university associated events, online, or off-site when related to or impacting a university program or activity.

* [University Code of Ethics](https://leadership.oregonstate.edu/sites/leadership.oregonstate.edu/files/190118_adopted_university_code_of_ethics.pdf)
* [Code of Student Conduct](https://studentlife.oregonstate.edu/pre-student-conduct-community-standards)
* [Discrimination and Discriminatory Harassment Policy](https://policy.oregonstate.edu/policy/discrimination-and-discriminatory-harassment)
* [Sexual Misconduct and Discrimination Policy](https://policy.oregonstate.edu/UPSM/05-001_sexual_misconduct_discrimination)
* [Responsible Employees and Reporting Incidents of Sexual Misconduct or Discrimination Policy](https://policy.oregonstate.edu/UPSM/05-005_responsible_employees)
* [Consensual Relationships Policy](https://eoa.oregonstate.edu/consensual-relationships-policy)
* [Retaliation Policy](https://policy.oregonstate.edu/policy/retaliation)
* [Bullying Policy](https://eoa.oregonstate.edu/bullying-policy)
* [Bias Incident Response Process](https://diversity.oregonstate.edu/bias-incident-response-process)
* [Student Care Team Process](https://studentlife.oregonstate.edu/student-care-team)
* [Acceptable Use of Computing Resources](https://policy.oregonstate.edu/UPSM/08-005_acceptable_use_computing_resources)

**REPORTING and RESOURCES.** Sexual misconduct, hotline and other reporting and services. Any report of sexual misconduct or discrimination should be made directly to EOA.

**PROJECT SPECIFIC INFORMATION** Principal Investigators (PI) are responsible for completing the following project-specific information and distributing it, along with the above resources, to each participant in an off-campus or off-site research activity.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Plan Date: |  | | Off-Campus Location: |  |
| Plan Prepared by: |  | | PI Name: |  |
| PI Cell: |  | | PI Email: |  |
| Field Work Start Date: |  | | Field Work End Date: |  |
| Brief description of off-campus research activity (fieldwork, vessels, etc.) | |  | | |
| Will participants have regular communication within the team and to campus? (If not, include alternate arrangements for participants to report suspected misconduct) | |  | | |
| Will participants from multiple organizations or presence of third parties in the working environment? If yes, are there any special arrangements to make sure they know they should also report misconduct involving these individuals? | | Any report of sexual misconduct or discrimination, including those by non-OSU personnel, should be made directly to EOA. | | |
| Any special circumstances or other comments that participants may find useful | |  | | |
| Local Police and Medical Services Phone: | |  | | |