



Seeking Survivors Code of Conduct

Seeking Survivors is an international and collaborative organisation that exists to promote coral conservation and restoration. All people affiliated to Seeking Survivors should feel welcome and comfortable sharing their work, opinions, and perspectives, as we all commit to engaging with each other mindfully to ensure an environment that promotes shared learning and collaboration.

Seeking Survivors is dedicated to an inclusive and harassment-free experience for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, socioeconomic status and history, body size, race, first language, age or religion.

A key objective of Seeking Survivors is to communicate science and information to the public and scientists. Much of this communication will involve **photos and videos** of Seeking Survivors participants conducting lab and field work and/or sharing their experiences and aspirations. Please see the attached photo and video consent form to confirm whether or not you are happy for photos and videos of you to be used. You may change your mind at any time, and you may request that certain images and videos are not made public. You may also request that photos and videos be removed from the website and social media at any point.

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Community guidelines

We are confident that everyone affiliated with Seeking Survivors will work together to maintain a supportive and collaborative working environment that spans international borders, cultures, socioeconomic status, language and more.

The following bullet points set out explicitly what we consider to be appropriate community guidelines:

- **Be respectful to others.** Do not engage in homophobic, racist, transphobic, ageist, ableist, sexist, or other exclusionary behavior. Be aware that we are all learning, all the time, and we can all learn from each other.
- **Use welcoming and inclusive language.** Exclusionary comments or jokes, threats or violent language are not acceptable. Do not address others in an angry, intimidating, or demeaning manner. Be considerate of the ways the words you choose may impact others. Be patient and respectful of the fact that English is a second (or third or fourth!) language for some participants.
- **Do not harass people.** Harassment includes unwanted physical contact, sexual attention, or repeated social contact. Know that consent is explicit, conscious and continuous—not implied. If you are unsure whether your behaviour towards another person is welcome, ask them. If someone tells you to stop, do so.
- **Respect the privacy and safety of others.** Do not take photographs of others without their permission. Do not share other participant's personal experiences without their express permission.
- **Be considerate of others' participation.** Everyone should have an opportunity to be heard, be involved and learn. In meetings, please keep comments succinct so as to allow maximum engagement by all participants. Do not interrupt others on the basis of disagreement; hold such comments until they have finished speaking. During field or lab work, allows others to try, explore and develop their skills.
- **Give credit where credit is due.** Be conscious of ideas (intellectual property; IP), effort, contributions and passion of each member of the Seeking Survivors team, as well as all collaborators. Be conscious, respectful and open to discussing expectations.
- **Don't be a bystander.** If you see something inappropriate happening, speak up. If you don't feel comfortable intervening but feel someone should, please feel free to ask a member of the Seeking Survivors leadership team for support or, secondly, contact support staff at the University or Institution.

- As an overriding general rule, **please be intentional in your actions and humble in your mistakes.**

Participants who have violated this Code may be excluded from current and future Seeking Survivors activities, and may be asked not to attend after-hour events.

When does the Code of Conduct apply?

This Code of Conduct governs participation for all interactions related to Seeking Survivors. It applies to all participants at all times, including during after-hours working and social events.

This Code of Conduct applies in all digital spaces connected to Seeking Survivors (e.g., the slack workspace, social media, other group chat channels, mailing lists and collaborative documents) as well as physical ones.

How do I report an issue related to the Code of Conduct?

The Code of Conduct response team is:

- Caroline Palmer — Carolinepalmer28@gmail.com (+44 7803772500)
- Robert Puschendorf — rpuschen@gmail.com
- Tatiana Villalobos - tatiana14.villalobos@gmail.com

Please speak to or email us if you encounter an issue—whether related to a specific situation or to a more general aspect of Seeking Survivors. The members of the Code of Conduct response team can be contacted in person, by email or phone.

What happens when I report an issue?

All reports will be heard, read, reviewed and investigated by the Code of Conduct response team.

If you are unsure whether an incident is a violation of the Code of Conduct, or whether the space where it happened is covered by this Code of Conduct, we encourage you to still report it. We do not look negatively on you if we find the incident is not a violation.

We also welcome general feedback or suggestions about how to make Seeking Survivors more inclusive. To share your thoughts, please email Caroline Palmer — Carolinepalmer28@gmail.com

The Code of Conduct Report and Response Process

All reports will be heard, read, reviewed and investigated by the Code of Conduct response team. The process we follow when an issue report is made is detailed below.

The Initial Response

The Code of Conduct response team member will read or listen carefully, compassionately, and respectfully to the issue. If the issue is reported by email, an initial response to confirm receipt will be provided without delay.

Individuals who have reported an issue may withdraw their report and participation at any time, for any reason.

The Issue Summary

If reporting an issue by email, please describe:

- The nature of the issue, complaint, or concern;
- A description of the incident(s) that occurred (please be as specific as possible);
- The individual(s) involved in and (if applicable) witness to the incident(s);
- Whether you believe the incident(s) is ongoing;
- The kind of resolution, information or support you're seeking;
- Whether you believe any member(s) of the Code of Conduct response team might be in a conflict by responding to your issue.

If reporting an issue in person, the member of the Code of Conduct response team you speak to will seek your permission to write a brief issue summary that includes the information listed above. The person reporting the issue is welcome (but not obligated) to participate in this process.

The purpose of the issue summary is to provide a consistent framework for gathering information, to ensure that experiences are understood accurately and consistently by issue responders, and to minimize the burden on those making a report to retell their account. When new information arises, the issue summary can be updated accordingly. Drafting an issue summary is not required in order to access guidance, information, referrals or support.

Conflicts of Interest

If the issue, complaint or concern involves a member of the Code of Conduct response team, that person will be removed from the issue response process and will not have access to documentation related to the issue.

Appropriate Responses

Based on the nature of the issue, the Code of Conduct response team will propose a course of action to the individual who made the report, and work with them to determine whether that proposal is an appropriate response before acting.

An appropriate response is one which:

- Seeks to ensure the safety, dignity and security of all Seeking Survivors participants;
- Respects the autonomy, experience and judgment of those who decide to report an issue;
- Aims to provide a resolution that is meaningful and fair to all participants affected;
- Encourages accountability, responsibility, cooperation, honesty, personal growth and respect on the part of all participants affected;
- Is context-specific and aims to “make things right,” repairing specific harms to affected individuals;
- Works toward greater inclusiveness for Seeking Survivors.

Here are some examples of responses that could be appropriate, depending on the context and nature of the issue:

- A mediated conversation or agreement between the impacted participants;
- A request for a verbal or written apology, public or private, from a Seeking Survivors participant;
- A public announcement clarifying participant responsibilities under the Code of Conduct;
- Nothing, if the issue reported is not a violation or outside of the scope of this Code of Conduct;
- Seeking Survivor-wide policy changes to avoid repeating harmful incidents;
- An agreement that two or more individuals be kept separate for the duration of Seeking Survivors events and operations, if possible;
- A written warning to a Seeking Survivors participant and/or conditions on their future participation;
- The temporary or permanent removal of a Seeking Survivors participant from the current or future events and operations, with or without warning.
- The temporary or permanent removal of a Seeking Survivors participant from any community workspace, online or otherwise.
- Sharing the violation report with other members of the Seeking Survivors team so they are able to make informed decisions about their involvement with individuals who violate the Code of Conduct.

Confidentiality

- Information shared with the Code of Conduct response team will be treated in a confidential manner and will not be shared with anyone outside of the Seeking Survivors leadership and response team.
- In some cases, information will need to be shared for the purposes of implementing a response under this Code of Conduct. For example, if an individual reporting an issue is

seeking an apology from another participant, fairness requires that the other participant is made aware of the issue which has been reported and the identity of the individual making the report. However, information will never be shared with other Seeking Survivors participants without an individual's knowledge and consent.

- Information cannot be kept confidential where the safety of other Seeking Survivors participants is at risk, or where there is a legal obligation to report.

Attribution

This code is adapted from the [Alan Turing Institute Data Study Group Code of Conduct](#) which was itself heavily adapted from the [Citizen Lab Summer Institute 2017 Code of Conduct](#) and used under a [CC BY 2.5 CA license](#). We really appreciate the work that they put into creating such a well considered process.

Parts of this Code are based on [the xvzf Code of Conduct](#), [the Contributor Covenant](#), [the Django Code of Conduct and Reporting Guide](#) and we are also grateful for [this guidance from Ada Initiative](#).

This Code of Conduct is licensed under a [Creative Commons Attribution 4.0 International \(CC BY 4.0 CA\) license](#) which means you are free to share and adapt the work so long as the attribution to **Kirstie Whitaker and the Gamechangers for Diversity in STEM organising committee** is retained, along with the attribution to the Alan Turing Institute Data Study Group organising team, Citizen Lab and the other resources.