School of Earth, Atmosphere and Environment Code of Conduct

The School of Earth, Atmosphere and Environment has a strong commitment to diversity and inclusion and is committed to providing a safe work place that is inclusive, diverse, productive and enjoyable for everyone, regardless of gender, sexual orientation, disability, physical appearance, age, ethnicity, nationality, culture, religion or class.

All school members are required to read, understand and follow this Code of Conduct. This Code of Conduct applies to all School of EAE events and activities, including those that take place both oncampus and off-campus

Each member of the School, including staff, students and affiliates, has a responsibility to act in a professional manner that fosters a positive experience for all members of the school and those that interact with it.

School members will treat others, including other staff, students, affiliates and visitors, with mutual respect, honesty, fairness, dignity, consideration and courtesy.

School members will comply with the law, and in all their dealings with others, and behave honestly and ethically and respect individual privacy. This includes not photographing or recording any individual without consent.

School members will refrain from any form of behaviour that may be perceived as intimidation, harassment, threatening, bullying, discrimination, stalking, aggressive or violent.

School members will respect the rights of others to work and study in a workplace that is free from discrimination and harassment, including sexual harassment. Harassment includes inappropriate physical contact, unwanted sexual attention or innuendo, deliberate intimidation or stalking. It also includes offensive comments related to gender, sexual orientation, disability, physical appearance, ethnicity or religion. Sexist, racist, or exclusionary comments or jokes are not appropriate.

School members who witness violations of this code have a duty of care to report the behaviour to the School. School members will refrain from victimisation or retaliation of those who raise concerns.

Harassment is not tolerated in any form. Anyone who wishes to report a violation of this code is asked to contact, in confidence, the Head of School, members of the <u>Gender Equity</u>, <u>Diversity and Inclusion Committee</u>, or a senior colleague who you trust. Staff members are also able to report incidents to the <u>Ethical Conduct</u> team and students can report incidents to the <u>Safer Community</u> Unit if they are not comfortable speaking to a School of EAE staff member.

The School of EAE Code of Conduct aligns with the <u>Behaviour Expectations at Monash</u>.