

Safe and Inclusive Work Environment Plan

for Off-Campus or Off-Site Research Funded by NSF

National Science Foundation Proposal Title

Plan Details

The Ohio State University will implement the details in this plan to address:

- Abuse of any person, including, but not limited to, harassment, stalking, bullying, or hazing of any kind, whether the behavior is carried out verbally, physically, electronically, or in written form; or
- Conduct that is unwelcome, offensive, indecent, obscene, or disorderly, during off campus work, should the above referenced proposal be funded.

Ohio State is committed to addressing harassment and fostering a safe and healthy work environment and expects all staff, faculty, and students to comply with the [robust training and established policies](#) and expectations for proper conduct that apply whether working, doing research or engaging in activities or studies on campus or at an off-site location. Should the subject proposal be funded the following additional, project-specific processes will be put in place to ensure that all project personnel are able to work in a safe and inclusive environment.

Brief description of the field setting and any unique challenges faced by the team, e.g., team has participants from multiple organizations.

Steps that will be taken to nurture an inclusive off-campus or off-site working environment. Examples include developing shared team definitions of roles, responsibilities, culture, and code of conduct, training, mentor/mentee mechanisms and regular check-ins with an identified on-campus individual.

Communication processes within the off-site team and between the team and the grantee institution. How communications will be managed if cell phone and internet services are restricted e.g., there should not be a single person overseeing access to a single satellite phone.

Organizational mechanisms to be used for reporting, responding to, and resolving issues of harassment if they arise.

Signature

I agree to abide by the safety plan detailed in this document. I understand that it is my responsibility to disseminate this plan to all individuals participating in the off-campus or off-site research prior to the commencement of the work.

Principal Investigator Name

Date

Signature



THE OHIO STATE UNIVERSITY