

## **MWA Collaboration Code of Conduct**

Version 1.0 (Heald), approved by the MWA Board on 22 July 2019

*This Code of Conduct has been derived from the LSST DESC Code of Conduct<sup>1</sup> (v1.1), and includes elements adopted for the ASKAP POSSUM Code of Conduct<sup>2</sup> and the Astronomical Society of Australia (ASA)<sup>3</sup>.*

The MWA Code of Conduct outlines the MWA Collaboration's expectations for behaviour and conduct. The Code applies to all MWA members at MWA endorsed meetings or activities.

### Statement of Values

The MWA Collaboration is a large and diverse international collaboration. Together we aim to conduct rigorous and influential research, while treating everyone with respect, equity and dignity. In pursuing our activities, we make the following commitments:

- We recognise that a diverse team strengthens our research by broadening our perspectives and approaches.
- We will maintain at all times a collegial, professional and inclusive environment, free from harassment, discrimination, bullying or other harmful behaviour.
- We will treat everyone with dignity, courtesy and respect, independent of background, age, career stage or career path.
- We will be respectful of others' right to express their own points of view.
- We commit to helping students and postdocs maximise their potential, to providing constructive and professional feedback on their work, and to ensuring that their contributions are recognised.

We will strive to deal with concerning situations constructively and collegially as they arise. However, for serious incidents, the procedures described below will be invoked.

### Discrimination

Members of the MWA Collaboration should treat each other with equity and respect, regardless of personal attributes including but not limited to: (alphabetically) age, disability, ethnicity, gender, gender expression, gender identity, lactation, nationality, physical appearance, political affiliation, pregnancy, race, religion, sexual orientation, and status as a caregiver (including as a parent).

### Harassment

The MWA Collaboration does not tolerate verbal, non-verbal or physical harassment of any kind. Behaviours and language acceptable to one person may not be to another. Members must make every effort to ensure that words and actions communicate respect for others. In particular, sexual harassment is not tolerated in the MWA Collaboration, including but not limited to inappropriate verbal and physical conduct, unwelcome sexual advances, and requests for sexual favours.

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<sup>1</sup> [http://lsstdesc.org/sites/default/files/LSST\\_DESC\\_Professional\\_Conduct.pdf](http://lsstdesc.org/sites/default/files/LSST_DESC_Professional_Conduct.pdf)

<sup>2</sup> <http://askap.org/possum/Policies/CodeOfConduct>

<sup>3</sup> [http://asa.astronomy.org.au/ethics\\_and\\_conduct.php](http://asa.astronomy.org.au/ethics_and_conduct.php)

## Bullying

Bullying in any form, including but not limited to physical bullying, verbal abuse, disparagement, intimidation, exclusion, spreading personal rumours, sexual jokes or sexual imagery, is not tolerated in the MWA Collaboration.

## Scientific Misconduct

Members of the MWA Collaboration must perform research in a well-documented and ethically sound manner. Falsification of data or results, plagiarism, violations of the MWA Publication Policy, taking credit for others' work, knowingly competing with an MWA Student Project, or any other scientific misconduct will not be tolerated.

## MWA Meetings

This Code of Conduct also applies when MWA Collaboration members gather in person or virtually for meetings, as well as other times while interacting on MWA projects. MWA project meetings also implement an additional Code of Conduct, e.g. as posted here:

<http://www.mwatelescope.org/project-meetings/providence-2019>

## Implementation

All MWA Collaboration members are expected to abide by this Code of Conduct, and prospective members must agree to the terms of the Code of Conduct as a condition of acceptance into the Collaboration. MWA Collaboration members are granted membership privileges at the discretion of the MWA Board via the MWA Membership Policy, and such privileges may be revoked by the Board upon reasonable grounds, including but not limited to violations of this Code of Conduct, pursuant to item 5.5(g) of the MWA Phase II Collaboration Agreement (CA).

The MWA Collaboration maintains a list of Contact Officers who have been trained to provide information and support with regard to harassment. The list is available on the MWA wiki.

Any member of the MWA Collaboration with a concern about a violation of the Code of Conduct for MWA-related work may make a formal complaint with the MWA Board Chair, or with one of the Contact Officers listed on the MWA wiki who will refer the matter as appropriate. A complaint should include the name of the person accused of violating the Code of Conduct (the "respondent"); the portion of the Code of Conduct alleged to have been violated; an account of the incident on which the complaint is based; and any supporting documentation as appropriate to the specific complaint. Before submitting a complaint, MWA members may also consult confidentially with the MWA Board Chair, or a Contact Officer.

Anonymous complaints will not be accepted, but complaints will be treated confidentially by the person receiving the complaint. The existence or details of the complaint will in general

need to be disclosed to others, but this will only be done to the minimum necessary extent and such that confidentiality is preserved as far as possible.

False allegations made in bad faith or breaches of the Code of Conduct are a violation of this Code and will not be tolerated.

In the case of a formal complaint, the MWA Board Chair will designate two members of the MWA Board, or Contact Officers, to hear both sides of the complaint, and if appropriate, consult witnesses. The MWA Chair is responsible for ensuring the timely resolution of any formal complaints. A response from the respondent will be requested upon receipt of the complaint, to be provided within 30 days. Resolution of the matter will be sought within 30 days following receipt of the response. If the grievance process could affect normal working group activities, relevant working group convenors will be notified of the investigation in confidence. If the complaint is upheld, the MWA Board will have a range of actions at their disposal to remedy the situation, up to and including removal from the MWA Collaboration pursuant to item 5.5(g) of the MWA Phase II Collaboration Agreement (CA). In addition, the MWA Board reserves the right to remove a member from the MWA Collaboration without formal investigation based on sanction or censure by the member's department, institution, or professional society for activity that constitutes a violation of the MWA Code of Conduct or places MWA Collaboration members at risk. The MWA Board will communicate the outcome of any investigation only to the complainant(s), the respondent(s) and working group convenors (if relevant).

A record of the complaint and the outcome will be stored securely and confidentially by the Board Chair for a period of three years, and will be destroyed thereafter. In the event of turnover in the role of Board Chair, the secure record storage will change hands with no individual records retained by the outgoing Chair. The complaint and outcome may be referred to during the retention period in case patterns of behaviour arise and require attention.

If the Code of Conduct violation relates to the MWA Board Chair, this should be reported to any other member of the MWA Board, or to a Contact Officer, who will refer the matter as appropriate. The Board will then convene an independent committee of Contact Officers (not including MWA Board members) who will be afforded the power to investigate and make recommendations to the MWA Board for resulting actions.

Retaliation toward a member who pursues any of these options, or toward anyone assisting in the investigation of a formal complaint, is a violation of this Code.

In no circumstances does the MWA Collaboration Code of Conduct supplant laws or institutional policies or requirements to which members of the MWA Collaboration or home institutions are subject, including reporting requirements these individuals or entities may have. It is understood that MWA Collaboration members may report allegations of violations to home institutions, government agencies, or local authorities for investigation per applicable laws, regulations, and policies. The MWA Board Chair is available for confidential consultation about any MWA-related issue or concern.

This Code of Conduct shall not be construed as creating any employer-employee, joint venture, partnership, duty, trust, obligation to pay, or other relationship between the MWA Collaboration, member institutions, grantors, funding institutions or agencies, home institutions, or members, including the MWA Board and committees. Although the MWA Collaboration encourages all members to abide by this Code of Conduct, the MWA Collaboration remains a voluntary member body, and Members and their affiliated institutions waive any and all claims, liabilities, or damages against the MWA Collaboration, member institutions, grantors, funding institutions or agencies, home institutions, and MWA Members involved in implementing the Code of Conduct arising from the enforcement of, or failure to enforce, this Code of Conduct.