

**UNC ORSP Safe and Inclusive Working Environments Plan for Off-Campus or Off-Site Research**

**PROJECT SPECIFIC INFORMATION**

<b>Plan Date or Version</b> <i>Enter date the plan was prepared or updated, or a version number. Preparer name may also be entered.</i>
<b>Funding Source/Grant Number</b>
<b>Principal Investigator Name, Cell Phone, and Email</b>
<b>List of participants to whom the plan will be distributed</b>
<b>Off-Campus Location</b>
<b>Description of off-campus research activity</b> <i>Fieldwork, research activities on vessels or aircraft, work in an off-campus location, etc.</i>
<b>Description of steps taken to nurture a safe &amp; inclusive working environments</b> <i>Trainings, processes to establish shared team definitions of roles, responsibilities, and culture (eg. codes of conduct, and field support such as mentor/mentee support mechanisms, regular check-ins and/or developmental events)</i>
<b>Estimated Departure and Return Dates</b> <i>Begin and end dates of off-campus research.</i>
<b>Will participants have regular internet or cell service available?</b> <i>If no, what alternate arrangements are in place for participants to report suspected misconduct? The plan should minimize singular points within the communications pathway (e.g. a single person overseeing access to a single satellite phone).</i>
<b>Will participants from other entities (governmental, company, sponsor, educational institutions, subrecipients) be involved?</b> <i>If yes, are there any special arrangements or guidance participants need to make sure they know they should also report misconduct involving these individuals?</i>
<b>Recommended contact for any suspected misbehavior</b> <i>Note: Participants remain free to use this contact or any other contact they prefer to report misconduct; more than one contact may be listed.</i>