



NSF Safe and Inclusive Working Environments -Fieldwork

Plan for Off-Campus or Off-Site Research

Project Title: _____

Preparer Name: _____

Principal Investigator (PI) Name: _____

Estimated Departure Date: _____ **Estimated Return Date:** _____

Off-Campus Location:

Project Specific Plan:

Description of off-campus research activity (fieldwork, research activities on vessels or aircraft, work in an off-campus location, etc), including any specific challenges in that location for personnel and challenges to team dynamics, and pre-fieldwork approaches to manage these challenges

Will participants have regular internet or cell service available?* Yes No

If no, what alternate arrangements are in place for participants to report suspected misconduct?

Will participants from other entities (*governmental, company, sponsor, educational institutions, subrecipients*) **be involved?*** Yes No

If yes, are there any special arrangements needed to make sure any misconduct is reported involving these individuals?



WOODS HOLE OCEANOGRAPHIC INSTITUTION

Recommended contact for any suspected misbehavior (*Participants remain free to use this contact or any other contact they prefer to report misconduct; more than one contact may be listed*)

Name: _____ Phone _____ Email _____

Name: _____ Phone _____ Email _____

Name: _____ Phone _____ Email _____

Any special circumstances that necessitate special plans?* Yes or No

(e.g., participants are at sea or other remote locations without ability to make contact with Institute reporting offices; only a single satellite phone is available for the group; there are physical or other barriers that may require special attention to ensure full participation; no local transportation to a safe space is likely to be available; variance in cultural norms might necessitate advance awareness training).

If yes, what arrangements are in place to manage these special circumstances?

Other Comments or Information that participants may find useful.