

BCMB Code of Conduct

Approved by the BCMB EDI Committee 30-September-2021

Role and responsibilities

BCMB departmental members must take an active role in the ethical fulfilment of their duties and must uphold the values of BCMB with respect to EDI.

EDI Values of BCMB:

- Equity
- Diversity
- Inclusion
- Respect
- Role modelling

Interactions:

- 1) All BCMB Departmental members must respect diversity of opinion, constructive criticism, ideas and debate in BCMB-related meetings and in day-to-day activities and be supportive of departmental members in workplace environments. This will be demonstrated by:
 - a) recognizing the equal right of all individuals to be heard and respected;
 - b) recognizing and valuing the diverse expertise, experience and knowledge that exists among BCMB Departmental members;
 - c) promoting collaborative, respectful and inclusive behavior.

Training

Members of the BCMB Department will complete all training that is required and appropriate for their role within the department.

Confidentiality

- 1) As a Departmental standard, BCMB Departmental members are expected to keep all EDI-related situations confidential.
- 2) All BCMB Departmental members will familiarize themselves with the [Protection of Privacy Policy and Associated Procedures GV0235](#).

Behaviour

- 1) BCMB Departmental members will strive to act impartially, make decisions based on the principles of fairness, and conduct themselves in a consistent, fair and transparent manner.
- 2) BCMB Departmental members are expected to treat other individuals with compassion, dignity and respect.
- 3) BCMB Departmental members are expected to engage in behaviour that is non-judgmental, supportive, and demonstrates empathy towards other BCMB Departmental members.
- 4) Examples of inappropriate behaviour that are not consistent with the BCMB Code of Conduct include, but are not limited to, discrimination, harassment, sexual harassment, sexualized violence, and micro-aggression.

Accountability

- 1) Committee members will conduct themselves and their professional interactions within and outside of the Department of Biochemistry and Microbiology in such a way as to uphold the reputation of BCMB. This includes their online presence.
- 2) BCMB Departmental members will hold themselves and each other accountable for following the Code of Conduct.

- 3) If a BCMB Departmental member has concerns that the behaviour of another BCMB Departmental member does not reflect the Code of Conduct, it is recommended that they bring their general concern to the attention of the BCMB EDI Committee Chair, to allow the EDI Committee to develop policies to resolve the concern at a department-wide, systemic level.

Please note that individual experiences, complaints or disclosures of discrimination, harassment and sexualized violence should not be reported to the BCMB EDI Committee Chair or BCMB EDI Committee members. Instead these should be disclosed to the UVic Equity and Human Rights Case Management Officer at eqhr01@uvic.ca.

Relevant policies

- 1) [Human Rights, Equity and Fairness \(GV0200\)](#).
- 2) [Discrimination and Harassment \(GV0205\)](#).
- 3) [Protection of Privacy and Associated Procedures \(GV0235\)](#).
- 4) [Sexualized Violence Prevention and Response \(GV0245\)](#).