

SODCO Code of Conduct and Anti-Harassment Policy

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The U.S. National Science Foundation Scientific Ocean Drilling Coordination Office (SODCO) is committed to providing a safe, productive, and welcoming environment for all participants and staff. The SODCO Code of Conduct and Anti-Harassment Policy applies to all SODCO participants and works in parallel with other behavioral policies and codes of conduct that may be applied by employers, funding bodies, facilities, and events. In the case of policy overlap, policies issued by employers, funding bodies, facilities, and events may take primacy. This code of conduct is a foundational component of SODCO's plan for providing a safe and harassment-free working environment for off-campus research settings as required by NSF awards terms and conditions.

The SODCO Code of Conduct describes the behavior expected from all participants, including platform and drilling-related subcontractors, at all times and locations within, and around, SODCO facilitated activities.

The SODCO Anti-Harassment Policy describes in more depth how SODCO as an operator of a scientific drilling expedition will protect and support participants affected by harassment, and how the operator will take action against offenders. The policy also offers advice to participants attending SODCO-related events.

SODCO Code of Conduct

Scientific ocean drilling provides a unique opportunity for exploration, discovery, collaboration, and interaction. Each individual is responsible for helping to create a positive work environment that is free from harassment and discrimination. To achieve this goal, all individuals will treat others with dignity and respect, will exercise the highest level of professional and ethical behavior, and will work cooperatively to resolve personal and professional differences. The following behavior is expected from all SODCO supported participants at all times and locations.

- | Avoid illegal harassment, intimidation, or discrimination (please also consult the SODCO Anti-Harassment Policy below).
- | Be considerate, respectful, and collaborative.
- | Communicate openly with respect for others, critiquing ideas rather than individuals.
- | Avoid personal attacks directed toward other participants.

- | Avoid disruption of discussions, or during oral/poster presentations.
- | Avoid anti-social behavior, which is a nuisance to others and in certain cases can be dangerous in offshore environments. Such behavior includes but is not limited to the following:
 - | creating excessive noise
 - | using abusive language
 - | displaying aggressive attitude

All SODCO supported participants should be mindful of their surroundings and fellow participants and should alert a SODCO representative or the local host if they notice a dangerous situation or someone in distress.

Anyone requested to stop unacceptable behavior is expected to comply immediately. SODCO and local hosts may take action that is deemed necessary and appropriate, including immediate removal from the activity.

SODCO Anti-Harassment Policy

Illegal harassment is unacceptable behavior in any SODCO arena, regardless of location, circumstance, or whether individuals are on or off duty. SODCO arenas include the following:

- | Platforms or facilities provided as part of SODCO expeditions or supported non-SODCO expeditions;
- | Platforms or facilities provided as part of SODCO expeditions or supported non-SODCO expeditions;
- | Periods of stand-by during port calls;
- | Periods of travel to and from SODCO expeditions, meetings, and related events or supported non-SODCO expeditions, meetings, and related events; and
- | Any events that are linked to SODCO such as advisory board meetings, post-expedition meetings, workshops, and conferences.

What is harassment?

Harassment is unwelcome conduct based on someone's protected class that a reasonable person would find so severe, persistent, and/or objectively offensive that it effectively denies a person equal access to a program or activity associated with SODCO. Protected class means an individual's race, color, sex, religion, national origin, age, disability, genetic information, or veteran status.

Sexual harassment is a form of sex discrimination. Unwelcome conduct on the basis of sex (of a sexual nature or otherwise): (1) when a person of authority or control conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; (2) determined by a reasonable

person to be so severe and pervasive and objectively offensive that it effectively denies a person equal access to activity or education program; or (3) sexual assault or dating violence, domestic violence, or stalking based on sex.

Sexual harassment and other types of discriminatory harassment can take many forms. It can be blatant or subtle, verbal or physical, printed on paper or communicated electronically. Examples of conduct that can, depending on the circumstances and regardless of where the behavior occurs, constitute sexual or other discriminatory harassment are:

- | Repeated or severe propositions, improper suggestions, or requests for sexual favors;
- | Threats or promises in exchange for sexual favors or behavior;
- | Repeated, severe, or objectively offensive sexist, sexual, racial, or ethnic jokes, slurs, cartoons, statements; lewd or obscene remarks; offensive comments about private life or lifestyle, including those disguised or presented as humor;
- | Repeated or severe unwanted physical contact or conduct, including touching, pats, hugs, squeezes, brushing against or putting arm(s) around another person;
- | Unwelcome advances, such as repeatedly asking someone out on a date despite past refusal;
- | Repeated or severe actions or sounds—whistling, suggestive sounds, obscene gestures, display of offensive pictures or graffiti—that would be found offensive by a reasonable colleague;
- | Stalking or following someone, repeated unwelcome communications, including, texting, phone calls, social media communications or emailing despite being asked to stop;
- | Imbalance of attention, whether it be positive or negative, toward an individual or group based upon any of the protected categories referenced in this policy that has the intent or effect of providing an inequitable work or educational environment; or
- | Any form of assault—sexual or otherwise.

What should you do if you witness or experience harassing behavior?

If you witness or experience harassing behavior, you should consider speaking directly with the offender if you are comfortable doing so. Many situations can be resolved by directly and promptly telling the offending party that their behavior is making you feel uncomfortable and asking them to stop. If you do not feel comfortable speaking with the person privately, approach the individual with a trusted friend or colleague.

Alternatively, it is your right to report the matter to people who can help and support you, especially in the area of serious incidents, sexual harassment, or assault.

Incidents should be reported to a SODCO or other institutional representative (for expeditions) or the local host/organizer (at facilities or events) as soon as is practical. Operators and organizers will offer support

and immediate practical protective measures according to their own individual anti-harassment policies.

In all cases, and especially if the effectiveness of local facility or event policies is in doubt, you are strongly encouraged to report incidents to your employer at the earliest opportunity. If you are the victim of a crime, you are strongly encouraged to call the local police services.

What actions will SODCO take?

SODCO will fully support you after an incident of harassment, according to the individual policies of the operators or activity organizer. Follow up action may include some or all of the following (or other appropriate actions) depending on the circumstances.

The first priority will always be to ensure your safety and, where this is considered to be at risk, appropriate action will be taken to minimize the risk. Employees at both SODCO institutions are mandatory reporters. If a SODCO mandatory reporter observes, experiences, or becomes aware of an incidence of discrimination or harassment, they are required to report it to the Texas A&M University Title IX Coordinator in the Department of Civil Rights & Equity, or the Columbia University Title IX office at the Office of Institutional Equity as per their reporting line.

Depending on the circumstances and the outcome of the investigation, SODCO may, for example, expel the accused from the current activity and/or bar the accused from participating in future SODCO expeditions or SODCO supported activities.

For incidents that occur at SODCO-related events that are not under the control of SODCO, the local host will uphold the local anti-harassment policy and/or code of conduct. This may include the immediate expulsion of the accused from the event, in addition to other reporting steps which may be required by the local policy.

SODCO and local hosts are obliged to fully cooperate with any criminal investigations and to report criminal conduct related to harassment to relevant law enforcement agencies.