

PIONEER Collaboration Code of Conduct

The PIONEER Code of Conduct is largely inspired by the g-2 and nEXO Collaborations' Codes of Conduct.

The PIONEER Collaboration has the mission of producing measurements with unprecedented precision using pions, where complex problems must be solved while efficiently using resources to achieve this challenging mission. Having a diverse collaboration with members from a variety of backgrounds helps us to come up with effective solutions for these complex problems, and an inclusive and equitable environment helps us maximize the productivity and well-being of the collaboration.

The PIONEER Collaboration consists of members from a broad array of institutes, universities and national labs in a number of different countries. Collaboration members come from a variety of backgrounds, including: different scientific research disciplines, home institutions, countries of origin, and career stages. This diversity naturally leads to members having different expectations and conventions for professional conduct.

The collaboration strives to maintain an inclusive and equitable work environment, where respect is given and received by all members. To this end, it is expected that all collaborators should be mindful of the impact of their words and actions on other collaborators.

Furthermore, we want to support an environment that promotes the professional development and career advancement of all members. The aim of this document is to help perpetuate such an environment within this diverse collaboration by introducing standards of conduct. The document lays out universal expectations for conduct within the Collaboration, independent of a given member's background, intended to promote freedom for all members of the collaboration to participate and contribute.

Scope

This document characterizes forms of conduct that are expected from the PIONEER Collaboration members and defines conduct that is repudiated by the collaboration. Recommendations for implementation and enforcement are provided, as are guidelines for those witnessing or experiencing unacceptable conduct.

Expected Conduct

It is the responsibility of everyone to ensure that all PIONEER Collaboration members are welcomed, included, listened to, and respected. Collaborators should work to provide an environment that encourages the free expression and exchange of ideas. Collaborators should also promote equality of opportunity and fair treatment for all colleagues.

Collaborators in leadership roles have a particular responsibility to facilitate equal opportunity in research, education, professional development, and career advancement for those whom they oversee. This includes providing appropriate acknowledgment of their contribution to any research results, as well as respect for them as individuals, and protection of their academic freedom. It also includes providing safe and supportive work environments that are free from all forms of harassment. In particular, senior collaboration leadership should help promote the development of all early career members, e.g. helping to facilitate speaking opportunities; providing individual or group training and instruction on the experiment's analysis, providing opportunities to contribute to hardware and operations tasks; and helping to obtain leadership opportunities within the collaboration organization. In addition, supervisors should encourage the timely advancement of all people in their research group, whether or not their career aspirations are in or out of the academic career track. Disagreements between collaborators should be handled professionally and collegially.

Repudiated Conduct

We recognize that unconscious biases are ingrained habits that we may all exhibit, and that we all bring different cultural and social expectations with us. If someone points out an example of where a member's behavior could be inappropriate, then the member should reflect on their behavior and be willing to have an open and honest conversation without automatically becoming defensive. If they come to the realization that they have done or said something inappropriate, they are encouraged to apologize. All collaboration members can learn from these experiences and still engage with each other respectfully and effectively in the friendly spirit which the PIONEER Collaboration aspires to. The paragraphs below are given as examples; repudiated conducts are not limited to those described below.

Marginalization

Every member of the collaboration has the right to fulfill their collaboration-sanctioned duties, responsibilities, and contributions; present their research and work at the relevant internal meetings; and to participate in internal meetings so long as their presence is appropriate. Marginalization of any collaborator is unacceptable. To help prevent unintentional marginalization, each collaboration member should do their best to pay attention to their own implicit biases. Such biases may be based on a number of factors, including but not limited to the

way a person or group is treated by others, their seniority status, age, race, ethnicity, sexual orientation, gender, marital or parental status, nationality, political affiliation, and educational background.

Bullying

Bullying is behavior that is abusive, demeaning, humiliating, or intimidating. Other forms of bullying include intentional marginalization of a group or individual and spreading rumors. All forms of bullying are considered unacceptable by the collaboration.

Harassment

The collaboration does not tolerate verbal, non-verbal, or physical harassment of any kind. Sexual harassment, including, but not limited to, inappropriate verbal and physical conduct, unwelcome sexual advances, and requests for sexual favors, is particularly condemned by the collaboration.

Discrimination

Personal attributes including but not limited to age, race, ethnicity, sexual orientation, gender, marital or parental status, nationality, political affiliation, educational background, or attributes associated with any protected group, should not influence a member's opportunities or treatment within the collaboration.

Scientific Misconduct

Members of the collaboration must perform research in a well-documented and ethically sound manner. Falsification of data or results, plagiarism, and taking credit for others' work are not tolerated by the collaboration.

Abuse of Power

All abuses of power, i.e. misuse of one's authority or higher position in a hierarchy to take advantage of, coerce or harm others, are unacceptable.

Implementation & Enforcement

This section is meant only as a rough guide, and its suggestions should be adjusted to meet each particular situation.

If a collaboration member perceives themselves as having been the target of unacceptable behavior during the course of PIONEER collaboration activities, they should consider doing any of the following:

If possible, and if they feel comfortable, inform the collaborator that their behavior is not acceptable. They should explain what is bothering them, identify the behavior as unwelcome, and state that they wish the behavior to stop. However, they are not required or expected to confront any person prior to reporting an incident. An anonymous form (link provided on the PIONEER Twiki DEI page) is made available for reporting cases where anonymity is preferred. The DEI committee chairs are the only persons having access to the content of this form.

If appropriate, collaboration members can also speak with their direct supervisors, who are required to make a good-faith effort to address the situation. It is suggested that violations committed by one's immediate supervisor be reported directly to the spokespersons.

If they want to initiate a formal complaint, they can inform their home institution or one of the member institution's ombudspersons (list provided on the Twiki DEI page) or if appropriate to the PIONEER DEI chairs. The DEI chairs will generate anonymized incident reports forwarded to the PIONEER collaboration spokesperson. The DEI chairs will report on the numbers of incidents recorded to the DEI committee.

If appropriate, the collaboration members should consider reporting the incident to the fair employment agency in their jurisdiction or to the appropriate law enforcement agencies.

If a collaborator observes inappropriate comments or actions and personal intervention seems appropriate, they should consider intervening. All collaborators play a role in building a culture of respect and should not hesitate to bring any concerns related to this code of conduct to the attention of the PIONEER spokespersons or DEI committee.

This code of conduct neither replaces nor supersedes any institutional policies governing professional conduct or harassment.

Conduct During Meetings of Collaboration Members

Meeting Chair's Responsibilities

The chair(s) should do their best to be mindful of all participants, so as to help facilitate a variety of responses, questions, and comments. For example, the chair(s) should look to all areas of the room to see if someone wants to say something, keep talks to a reasonable length, and explicitly ask the group if there are any questions or comments when appropriate. The chair should not dominate the conversation to the exclusion of others or let others overly dominate the conversation. Everyone who is interested in saying something should have a chance, so long as time constraints are being respected.

Respectful Communication

Collaboration members should think before they speak and take a moment to consider if what they are going to say could be viewed as offensive. It is important for everyone to be able to say, "I don't know" and to ask for clarifications. Members should do their best to avoid accidentally making statements that could be viewed as dismissive or demeaning (for example: "It's so easy a first grader could do it"). Members should also avoid behavior that can be easily mistaken as contemptuous or condescending (for example, feigning surprise for theatrical effect in response to something that a colleague has said).

Members should do their best to answer a colleague's question, and not simply dismiss the question or answer it without actually answering it. It is always acceptable for a member to say that they do not know the answer or do not understand the question, or to ask if it is possible to have further discussions at a later time. The advancement of knowledge requires the free exchange of ideas, which can include the critiquing of a fellow collaborator's work, opinion, or view. It is very important to always remember to never criticize the person, i.e. make it personal, when critiquing their work or comment.

Listen to Others

Collaboration members are requested to do their best to concentrate on, listen to, and understand what someone is saying instead of formulating their own response or rebuttal. Remember that it is easy for any member to fall into the trap of automatically assuming that another person is wrong or does not understand, when in reality they are the one who are wrong or do not understand. We all get passionate about the experiment, but members should do their best to be patient. The back and forth of a conversation can be tricky in a meeting, especially for remote participants, but it is important for members not to interrupt someone who is in the middle of saying something, or dominate the conversation to the exclusion of others.