



ASSOCIATE DIRECTOR, SCRIPPS INSTITUTION OF OCEANOGRAPHY

## **Policies Regarding Alcohol, Drugs and Sexual Harassment Aboard SIO Research Vessels**

Please read the policy and sign it to indicate your agreement. Return the signed document to the SIO Ship Scheduling Office ([shipsked@ucsd.edu](mailto:shipsked@ucsd.edu)).

**Who must file this form?** All members of scientific parties aboard SIO-operated research vessels. A signed form is valid for one year for use aboard all SIO-operated ships.

**When to file:** Two weeks prior to ship sailing, or as directed by your chief scientist.

**Where to file:** Email your signed form to the SIO Ship Scheduling Office ([shipsked@ucsd.edu](mailto:shipsked@ucsd.edu)).

**Purpose:** To inform you of SIO's no-tolerance policies regarding alcohol, illegal drugs and sexual harassment aboard SIO-operated research vessels, and to secure your commitment to abide by these policies.

Scripps Institution of Oceanography is committed to creating and maintaining a safe, healthy and harassment-free environment. As part of this commitment, we do not tolerate alcohol, illegal drugs or sexual harassment aboard SIO-operated research vessels. The policies described below comply with Federal and California state law, UC San Diego policy, and University-National Oceanographic Laboratory System (UNOLS) policies. Violation of these policies may result in dismissal from the vessel as well as other disciplinary actions involving the person involved, their research group, their employer, and their funding agency.

**How this information will be used.** Your signature indicates your understanding of, and agreement to abide by, the rules described here. Your signed form will be kept on file for one year, and may be re-used aboard any SIO-operated ship during that period.

**Questions?** If you have questions regarding these policies, please contact the SIO Ship Scheduling Office ([shipsked@ucsd.edu](mailto:shipsked@ucsd.edu)).

**Disputes.** Disputes will be referred to the SIO Associate Director for resolution.

We care about your health and safety at sea. If you have any concerns about health and safety on board, please discuss them with your chief scientist prior to your cruise, or while at sea with the chief scientist or ship's captain.

Regards,

Bruce Appelgate  
Associate Director, SIO

## **AGREEMENT TO COMPLY WITH ALL POLICIES REGARDING ALCOHOL, DRUGS AND SEXUAL HARASSMENT ABOARD SIO-OPERATED RESEARCH VESSELS**

*I have read the following policies, and I agree to comply with all of them:*

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Your Name (Print)

Signature

Date (mm/dd/yyyy)

**Submit your signed form:** Email your signed form to the SIO Ship Scheduling Office (shipsked@ucsd.edu) two weeks prior to the start of your cruise.

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### **ALCOHOL**

Alcoholic beverages are not allowed aboard SIO-operated research vessels. No person may bring, possess or consume alcohol aboard an SIO-operated research vessel. No person should report for duty while under the influence of alcohol whether the vessel is in port or at sea. The Master of the vessel is legally authorized and empowered to search any part of the ship at any time for alcoholic beverages or any other contraband (based on reasonable suspicion). Any person in violation of this policy is subject to immediate removal from the ship as well as additional actions that may include, but are not limited to, administrative actions involving the person involved, their research group, their employer, their funding agency, and UNOLS.

Chief Scientists are responsible for the behavior of all members of the scientific party, under authority delegated by the Master. Chief Scientists must ensure that all members of the scientific party are aware of the rules, and take action to ensure compliance and report any violations to the Master.

Additional details regarding authority, responsibility and special circumstances regarding alcohol are contained within the complete SIO alcohol policy, which is posted aboard each SIO ship, and may also be viewed online under [http://shipsked.ucsd.edu/General\\_Info](http://shipsked.ucsd.edu/General_Info).

### **ILLEGAL DRUGS**

All illegal drugs are completely forbidden on SIO vessels. The vessel Master is empowered to conduct searches of personal effects as well as any space aboard ship based on reasonable suspicion that illegal substances may be present. Narcotic detector dogs will be used on a random and unannounced basis. If illegal drugs are found on any SIO vessel, the person(s) responsible will immediately be turned over to the proper authorities.

SIO vessels comply with United States federal regulations governing possession and/or use of illegal or controlled substances. These policies are fully described in SIO's shipboard safety management manuals (MSM 6, MSP 723, MSP 726).

### **SEXUAL HARASSMENT**

The University of California is committed to creating and maintaining a community where all persons who participate in University programs and activities can work and learn together in an atmosphere free of all forms of harassment, exploitation, or intimidation. Every member of the University community should be aware that the University is strongly opposed to sexual harassment, and that such behavior is prohibited both by law and by University policy.

The University will respond promptly and effectively to reports of sexual harassment, and will take appropriate action to prevent, to correct, and if necessary, to discipline behavior that violates this policy. At sea, reports of sexual harassment should be brought to the chief scientist and/or the captain, who will investigate and take appropriate steps to remedy the situation.

The social atmosphere at sea is very different from that on shore. When people work and live in close proximity for lengthy periods of time, personal and professional boundaries may become blurred. The usual shore-based distinctions between “at work” and “at home” become meaningless aboard ship. University policy therefore applies to both “on duty” and “off duty” behavior on ships.

UCSD encourages all sea-going personnel, including volunteers, to recognize the unique circumstances of shipboard life and to take practical steps to prevent sexual harassment from occurring. Because complaints are most effectively resolved at the earliest stages, UCSD encourages early reporting of concerns or complaints regarding sexual harassment.

Sea-going personnel are also reminded that certain consensual relations involving a UC student, volunteer or employee may also be governed by policy, including the Faculty Code of Conduct (governing relationships between faculty and students) and the Policy on Conflicts of Interest Arising out of Consensual Relationships. More information on all of these policies, including the sexual harassment policy, may be found at (<http://oshpp.ucsd.edu>). Aboard ship this policy is documented in SMM 296.