

SRSEFF Conflict of Interest Policy

Judges cannot have a conflict of interest including, but not limited to the following:

Judges cannot judge a group of projects that include students who are related to them.

Teachers cannot judge their own students or students from their school.

Mentors and project advisors cannot judge students they advised.

Judges must identify any student participating in the fair who:

- Is related to them, or related to their close friends/colleagues.
- Is or was a student of theirs.
- Was mentored or otherwise advised by them on their current project.

If a judge is assigned to a group of projects that includes a student described above, he or she must notify the judging committee **immediately** for re-assignment to another judging team.

If you have any conflicts of interest, please enter the student's name or the school and grade here:

I have read the SRSEFF Conflict of Interest Policy and agree to follow it.

SRSEFF Policy: ETHICS/ HARASSMENT/ BULLYING

STUDENT ETHICS

It is our expectation that students and their parents will follow the Rules and Guidelines for participation in the following statement: Scientific fraud and misconduct are not condoned at any level of research or competition. Such practices include plagiarism, forgery, use or presentation of other researcher's work as one's own, and fabrication of data. Fraudulent projects will fail to qualify for competition in affiliated fairs and the Intel ISEF.

UNACCEPTABLE CONDUCT

Any harassing conduct that interferes with a student's, a volunteer's, or an employee's ability to participate in the Fair or that creates an intimidating, hostile, or offensive environment for a student, volunteer, or employee is unacceptable.

Harassment may be verbal, visual, or physical in nature. Specific examples of prohibited harassing conduct include, but are not limited to: slurs, jokes, statements, notes, letters, electronic communication, pictures, drawings, posters, cartoons, gestures, unwelcome physical contact, assault, or persistent, repeated requests for exceptions to the Fair rules, policies, or guidelines.

HARASSMENT

Adults are expected to ensure a safe and educational venue for students by notifying staff of any concerns throughout the event. SRSEFF is committed to providing an environment for students, volunteers, and employees free of harassment of any kind. SRSEFF will not tolerate harassment of students, volunteers, employees or anyone else associated with the event.

Harassment Generally

SSRSEF prohibits harassment of any kind against any student, volunteer, or employee by an Adult, another student, volunteer, SSRSEF employee or third party for any reason including, but not limited to: age, national origin, race, color, religion, gender, sexual orientation, marital status, disability, ancestry and/or veteran status. Harassment includes but is not limited to slurs, epithets, threats, derogatory comments, unwelcome jokes, and teasing.

Any student or other person who feels that he or she is a victim of such harassment at the event should promptly report the matter to an SSRSEF employee or other Adult authority who must immediately present it to the proper SSRSEF authority. If an SSRSEF employee or Adult volunteer become aware of such a situation, he or she is under the responsibility to report to the proper SSRSEF authority. Upon receipt of an allegation(s), an investigation will be initiated. All such reports will be handled as confidentially as possible. SSRSEF may take appropriate disciplinary action against any person found to have violated the harassment policy.

No adverse action or retaliation will be allowed to be taken against a person who reports a violation or who participates in an investigation of this policy in good faith. Knowingly false accusations are prohibited and will be treated by disciplinary action comparable to that which would be applied to actual misconduct.

Sexual Harassment

Sexual harassment of or by any person in attendance at the event is prohibited. Sexual harassment includes but is not limited to unwelcome sexual advances, requests for sexual favors, and/or verbal or

physical conduct of a sexual nature including, but not limited to, drawings, pictures, jokes, teasing, or uninvited touching.

In accordance with this policy, unwelcome sexual advances, requests for sexual favors, sexual demands, or other verbal or physical conduct of a sexual nature will constitute sexual harassment when:

- The conduct has the purpose or effect of unreasonably interfering with an affected person's performance, or creating an intimidating, hostile, or offensive environment; or in third party situations, one or more individuals are reasonably offended by the sexual interaction, conduct, or communications between others.
- The conduct has the effect of creating actual, perceived, or potential conflicts of interest, favoritism, disruption or lack of objectivity.

Any student or other person who feels that he or she is a victim of sexual harassment at an SSRSEF event should promptly report the matter to an SSRSEF employee or other Adult authority who must immediately present it to the proper SSRSEF authority. If an SSRSEF employee or adult volunteer becomes aware of such a situation, he or she is under a responsibility to contact the proper authority. Upon receipt of an allegation(s), an investigation will be initiated. All such reports will be handled as confidentially as possible. SSRSEF may take appropriate disciplinary action against any person found to have violated the sexual harassment policy.

No adverse action or retaliation will be allowed to be taken against a person who reports a violation or who participates in an investigation of this policy in good faith. Knowingly false accusations are prohibited and will be treated by disciplinary action comparable to that which would be applied to actual misconduct.

CONSEQUENCES

Students who violate this policy may have their project removed from competition or awards rescinded. Harassment by parents may result in their child's project being removed from competition or awards rescinded.

Volunteers, including judges, who violate this policy will be asked to leave the Fair and will be removed from our list of volunteers. A volunteer Director who is found to have violated this policy will be removed from the Board.

Any employee who, after an investigation, is found to have violated this policy will be subject to disciplinary action up to and including termination of employment.

REPORTING INCIDENTS OF HARASSMENT

If you feel that you have been harassed or feel you have witnessed harassment, please report the incident to any member of the SRSEFF Board of Directors.

A subcommittee of the Board of Directors will investigate the complaint and attempt to resolve the issue sensitively, promptly and effectively and, if warranted, take appropriate corrective action. Every effort will be made, to the extent possible, to maintain confidentiality.

PROCEDURE FOR FILING A CONCERN/SUGGESTION:

1. Send a signed, written message describing the suggestion or concern to the fair manager or a director of SRSEFF.
2. If the initial response is not adequate, please request clarification from appropriate subcommittee.
3. If response is still not adequate, please request discussion time at a future SRSEFF Board of Directors meeting.

PROCEDURE FOR BOARD MEMBER RECEIVING A CONCERN/SUGGESTION:

1. If you are knowledgeable on the question/issue, please attempt to answer. Please blind copy the appropriate committee members.
2. If you are not knowledgeable, please forward to the appropriate board/committee member to answer.
3. If the issue does not appear to be addressed or resolved, the appropriate subcommittee will review the issue/responses and provide additional information, copying President-elect or designated SRSEFF Board of Director's recipient.
4. If the issue is still not resolved and board meeting time is requested, the subcommittee provides history and background and recommended guidance.

SRSEFF Overall Code of Ethics

CATEGORY JUDGING COMMITTEE

Chairperson, person assigning judging teams, and people handling completed judging forms, cannot be individuals who have a conflict of interest, including parents, grandparents, sponsors, or teachers of student participants.

Only judging committee members, in the execution of their duties, may look at completed judging sheets.

SPECIAL AWARDS COMMITTEE

The Special Awards judging teams have their own judging criteria, do their own judging, and verify their awards after they have been entered in the awards database. Therefore, there is no restriction on membership in the Special Awards committee.

Only committee members, when required for the execution of their duties, may look at completed judging sheets.

GRAND PRIZE AND CSSF COMMITTEES

Chairperson, person assigning judging teams, judges, and people handling completed judging forms, cannot be individuals who have a conflict of interest, including relatives, sponsors, mentors, or teachers of student participants.

Grand Prize judges are experienced judges drawn from the category judging pool and must agree and follow the same conflict of interest policy.

SRC COMMITTEE

Members of the SRC Committee comply with qualification requirements for SRC membership of Intel ISEF affiliated fairs and are registered with the Society for Science and the Public (SSP) each year.

The SRC Committee follows the SSP Operational Guidelines including their rules regarding conflict of interest.