

## IAS Code of Conduct

The purpose of this Code of Conduct is to set expectations in terms of behaviour. It aims to ensure that all online and in-person activities organized or sponsored by the IAS (including publications, management and leadership), follow the Statutes, Standing Rules and the mission of IAS, which supports the **The European Code of Conduct for Research Integrity - ALLEA**. In short, this Code of Conduct intends to promote open and transparent research and knowledge sharing that that is: honest, equitable, sensitive to the environment, honours relevant differences between IAS members, pays due regard to the health, safety and welfare of the community, ensures access to data is as open as possible whilst recognising fair protocols by which research data is re-used.

**IAS-Sponsored and -Patronised Scientific Meetings** (International Meetings of Sedimentology, International Sedimentological Congress, Regional Meetings, International Sedimentological Conferences, Summer Schools, Field Excursions, Workshops, Social Events, as well as other events with dedicated IAS support) and **electronic communication**, including social media.

IAS-sponsored meetings and electronic communications (including but not limited to emails, social media accounts and websites) foster the exchange of scientific ideas through respectful and open dialogue. The IAS and Meeting Organizers are committed to providing a safe, productive, and welcoming environment for all members. Participants in all IAS-related online communication, IAS meetings and meeting-related events (including but not limited to organizers, attendees, accompanying persons, speakers, invited guests, volunteers, exhibitors, staff, and service providers), are expected to abide by the IAS Code of Conduct and IAS Equality, Diversity, Inclusion, and Accessibility (EDIA) Statement.

All participants are expected to:

- Treat all participants with equal respect and consideration.
- Critique ideas rather than individuals.
- Avoid personal attacks directed towards other participants and organizations.
- Act in a manner that is both safe and respectful to the environment and fellow participants.
- Alert event organizers to any a) instance of disregard for the physical environment, b) potentially dangerous situation, c) unsafe behaviour, or d) someone in distress.
- Stop any unsafe activity, regardless of career stage and regardless of whether the person or persons involved are an organizer or a participant.
- Respect the rules, cultural norms and policies of the host country, meeting venue, hotels, contracted facility, and/or any other venue whilst involved in IAS-organized activities.
- Seek permission from presenters, authors and event leaders to take photographs or any form of recording of any presentation.

All meeting organizers, workshop and field trip leaders agree to

- Keep all personal data held for the purposes of the meeting safe and secure, destroying all information within 6 months of the meeting, confirming in writing to the General Secretary of IAS when this has been done
- Select participants for events where spaces are limited in a fair and equitable manner
- Arrange all activities with utmost regard for the safety of the participants and the leaders of activities
- Manage the event in a sustainable way, with due regard for the environmental impact of activities.

Non-compliance with the IAS Code of Conduct during IAS-related online communication or at IAS organized meetings and events will in the first instance be dealt with by the meeting organizers and will be reported to the IAS Council of Management. In the case of disregard of the Code of Conduct, or in the event of breaches of the Code of Conduct, the following procedure will be adopted:

- The case will be heard in confidence and anonymously as far as is reasonably possible, by a dispute panel comprising the President, Past President, General Secretary, an EDIA representative from the Council of Management (CoM) and/or Council of Supervision (CoS) and, if appropriate, the Meeting Organizer.
- If the dispute panel believes that the Code of Conduct has been breached, the respondent will have a right to reply, in writing or in person. They will be allowed to bring one supporter to the meeting or to provide one letter of support.
- The President will take the conclusion of the dispute panel to the CoM and the CoS. Where the complaint against the respondent is upheld by the dispute panel, the President will ask the CoM to vote on the penalty, having heard the panel outcome and the advice of the CoS. During the vote the respondent will not be named, and the vote can only be passed by a 2/3 majority.
- Penalties will be appropriate and commensurate, and may include (but not limited to), exemption of the member from IAS member benefits, such as grants or medal nominations; a ban on participation in IAS meetings/activities for 1 or more years; revocation of membership for 1 or more years.
- The respondent has the right to appeal for a period of up to 3 months from the decision by notification to an independent ombudsman, who will be named at the outcome of the decision.
- Any report of criminal behaviour will be directed to the police with the permission of the offended person.

**IAS Publications** (Sedimentology, The Depositional Record, Basin Research and Special Publications of the IAS) provide an instrument for the dissemination of original scientific research by sedimentologists around the world, including IAS members. The IAS aims to publish the highest quality research related to sedimentology and associated research fields. Central to this mission is the peer-review process, which is guided by the ethical obligations of authors, reviewers and editors. Understanding these responsibilities upholds the trust of the sedimentological community, as well as the integrity of all IAS publications.

Sedimentology, The Depositional Record and Basin Research are published by Wiley and it is expected that all authors will read and adhere to the Wiley Best Practice Guidelines on Research Integrity and Publishing Ethics (**Best Practice Guidelines on Publishing Ethics | Wiley**). All contributing authors, reviewers and editors should also strive to comply with **European-Code-of-Conduct-Revised-Edition-2023.pdf (allea.org)**. In particular, it is expected that they will:

- Conduct research, analyse data and report results and methods, in an honest, transparent and accurate way, acknowledging all sources of prior information, citing all publications that have been influential in determining the outcome of the work and the origin of all data that is used which was not collected in the course of the research.
- Not over-inflate the significance of results, acknowledge the foundational research on which it has developed, and recognise uncertainty in the outcome of the work
- Acknowledge the use of AI and automated tools in the presentation of the research
- Prevent shingling or fragmenting of research into several papers that would otherwise form a single significant paper.
- Deliberately misrepresent results or interpretations obtained by another scientist, fabricate or falsify research data, or plagiarise. Plagiarism includes copying of text, figures, or tables from other published works, including the authors' own, without adequate acknowledgements.
- Only include individuals who have contributed significantly to the research and preparation of the work as authors.
- Present research that has taken due regard of health, safety and environmental protocols as well as the welfare of the community within which the data was collected
- Report research in which research participants and subjects (human, animal, cultural, biological, environmental or physical) have received due care, in accordance with legal provisions and ethical principles
- Declare any actual or perceived conflicts of interest and where necessary withdraw from involvement in publication
- Maintain confidentiality during the review and editorial process and preserve confidentiality of data or findings where legally required to do so.
- Data should be presented in accordance with FAIR Principles (Findable, Accessible, Interoperable and Reusable).
- Acknowledge the contribution of all authors based on design, drafting and approval of the publication. Any contributors to the research who are not authors should be duly acknowledged.
- Acknowledge all funders of the research

- Promptly issue corrections or retract publication if necessary

Editors must provide unbiased consideration to all works submitted for publication in IAS journals and books and ensure that submitted manuscripts are processed promptly. Editors take full responsibility for the integrity of the peer review and ensure that the process is objective, fair and thorough.

Non-compliance with the IAS Code of Conduct for publications will be dealt with in the first instance by the Chief Editor of the publication and VP Publications, in consultation with Wiley. If necessary, these discussions will include the President of the IAS. Penalties that might be imposed could include (but are not limited to) correction of the text, data and/or figures and revocation of the article.

## **IAS Council of Management (CoM) and Council of Supervision (CoS)**

- The IAS CoM and CoS should sustain a genuine, on-going conversation about ethics and integrity in the CoM and in the IAS.
- The day-to-day operation of the IAS is governed by its legal Statutes, defined by its status as an International Not-For-Profit Organisation under Belgian (Flanders) law.
- To achieve this, the CoM shall ensure open communication with the membership by email, social media, the monthly Newsletter, the Annual Report and presentation at the annual International Meeting of Sedimentology/International Sedimentological Congress. This should result in confidence of the membership and mutual confidence within the CoM.
- The composition of the CoM and CoS should be sufficiently diverse that members feel represented (including, but not limited to, gender diversity, disability, ethnicity, career stage, geographical region of member research institution and research interests)
- All decisions relating to the operation of the IAS (including but not limited to budget, grant awards, meeting hosts, sponsorship and medals) are taken by the CoM and are passed by majority vote, according to the Statutes of the IAS.
- IAS CoM and CoS members and members of the Early Career Scientists Committee are not eligible to be candidates for honours, awards and prizes during their terms of service. Members of the CoM must declare any personal or professional relationship with candidates nominated for IAS grants, meeting sponsorship, honours, awards, and prizes. Depending on the circumstances, these individuals should then not form part of the selection committee and should acknowledge personal and professional relationships before voting and, if necessary, abstain.
- The IAS Office and all members of the CoM and CoS will strive to ensure that all personal data shared with the IAS by its members is safe and secure.