

# Africa School on Air Quality and Pollution Prevention

## Comprehensive Code of Conduct

### Preamble

The Africa School on Air Quality and Pollution Prevention is committed to creating a safe, inclusive, and academically stimulating environment for all participants. This Code of Conduct outlines the behavioural expectations, responsibilities, and procedures that govern participants' conduct throughout the duration of the programme, including lectures, field visits, recreational activities, and accommodation arrangements. Compliance with this Code is a condition of participation.

### 1. Professional Behaviour and Academic Conduct

#### 1.1 Professionalism

Participants must conduct themselves in a manner befitting an academic and professional space. Participants are expected to:

- Demonstrate respect and courtesy towards facilitators, staff, and fellow participants.
- Communicate respectfully at all times, avoiding offensive, rude, or disruptive behaviour.
- Uphold integrity and maintain a positive learning environment.

#### 1.2 Academic Integrity

Participants must:

- Attend and engage in all lectures, workshops, discussions, and practical sessions.
- Complete assignments and group tasks diligently and honestly.
- Avoid all forms of academic dishonesty including plagiarism, falsification of data, or cheating.
- Acknowledge the contributions and ideas of others appropriately.

#### 1.3 Attendance and Participation

Participants are required to:

- Attend at least 90% of programme activities to qualify for a Certificate of Completion.
- Participate actively in group activities, discussions, and practical sessions.
- Communicate promptly with organisers in cases of illness or emergencies.

### 2. Respectful Behaviour and Non-Discrimination

#### 2.1 Respect for Diversity

The programme brings together participants from different countries, cultures, genders, religions, and academic backgrounds. Participants must:

- Treat all individuals with dignity and respect.
- Promote inclusivity and avoid discriminatory behaviour.
- Refrain from stereotyping, prejudiced comments, or exclusionary actions.

#### 2.2 Zero Tolerance for Harassment

Harassment of any form is strictly prohibited. This includes:

- Sexual harassment (verbal, physical, or non-verbal).
- Bullying, intimidation, or coercion.
- Discriminatory behaviour based on gender, age, race, ethnicity, nationality, disability, religion, or sexual orientation.
- Unwanted or inappropriate physical contact.
- Derogatory or threatening communication.

Any participant involved in harassment may face immediate disciplinary action, including removal from the programme.

### 2.3 Conflict Resolution

Participants should:

- Address disagreements calmly and respectfully.
- Seek assistance from facilitators or organisers if conflicts escalate or cannot be resolved amicably.

## 3. Health, Safety, and Security

### 3.1 Field Visits and Practical Activities

Field visits and practical activities are compulsory. Participants must:

- Follow all safety instructions provided by site coordinators and facilitators.
- Wear appropriate attire and protective equipment where required.
- Avoid behaviour that poses risks to themselves or others.

### 3.2 Personal Well-Being

Participants are expected to:

- Monitor their own physical and mental well-being.
- Report safety concerns, health issues, or risks to organisers promptly.
- Avoid irresponsible conduct that may compromise safety.

### 3.3 Accommodation Conduct

Participants must:

- Treat accommodation facilities with care.
- Maintain cleanliness of personal and shared spaces.
- Avoid excessive noise and respect quiet hours.
- Report damages or maintenance needs to organisers immediately.

## 4. Responsible Use of Substances and Prohibited Behaviour

### 4.1 Alcohol Use

Alcohol consumption is permitted only in moderation and during appropriate social settings. Participants must:

- Not attend academic sessions or field visits under the influence of alcohol.
- Avoid disorderly or inappropriate behaviour linked to alcohol consumption.

#### 4.2 Illegal Drugs

The possession, use, or distribution of illegal substances is strictly forbidden and will result in immediate expulsion from the programme.

#### 4.3 Prohibited Activities

Participants may not engage in:

- Theft, vandalism, or misuse of property.
- Physical violence or aggressive behaviour.
- Tampering with safety, electrical, or fire equipment.
- Actions that endanger others or disrupt programme operations.

### 5. Technology, Media, and Confidentiality

#### 5.1 Responsible Use of Devices

Participants must:

- Use personal electronic devices in a way that does not disrupt sessions.
- Silence phones and avoid unnecessary device usage during lectures.

#### 5.2 Recording and Photography

Participants must:

- Seek consent before recording any person or session.
- Respect confidentiality agreements and privacy expectations.

#### 5.3 Social Media Conduct

Participants should:

- Share content responsibly and respectfully.
- Avoid posting misleading, offensive, or confidential information about the programme.
- Ensure that posts reflect the programme positively and professionally.

### 6. Environmental Responsibility

The Africa School on Air Quality and Pollution Prevention places strong emphasis on environmental care. Participants are expected to:

- Minimise waste and dispose of rubbish properly.
- Conserve water and energy within accommodation facilities.
- Respect natural environments and ecosystems during field visits.

- Avoid damaging wildlife, vegetation, or sensitive ecological areas.

## 7. Compliance, Reporting, and Disciplinary Procedures

### 7.1 Compliance

Adherence to this Code of Conduct is compulsory.

### 7.2 Reporting Misconduct

Participants may report misconduct, concerns, or violations confidentially to:

- Any member of the Organising Committee
- Programme coordinators or designated safety focal persons

Reports will be handled discreetly and sensitively.

### 7.3 Disciplinary Measures

Violations of this Code may result in:

- Verbal or written warnings
- Restriction from certain programme activities
- Notification of the participant's home institution
- Financial liability for damages
- Expulsion from the programme without a Certificate of Completion
- In severe cases, engagement of security authorities

## 8. Participant Commitment

By participating in the Africa School on Air Quality and Pollution Prevention, each participant agrees to:

- Abide by the full Code of Conduct
- Maintain professionalism and integrity throughout the programme
- Contribute to a safe, respectful, and inclusive learning environment