



Article I: General Statement

ICArEHB is committed to providing an environment free of discrimination, harassment, or retaliation for all students, faculty members, staff employees, and guests. ICArEHB Members of ICArEHB should always treat each other with professionalism and respect in/out of classroom, office, lab and field situations.

ICArEHB expressly prohibits discrimination, harassment, and retaliation by any member or visitor based on any protected status: race, color, religion, sex, national origin, mother tongue, age, disability, veteran status, sexual orientation, gender identity, health status and genetic information.

Article II: Sexual Harassment

Sexual harassment is unwelcome behavior of a sexual nature. It can occur between individuals of the same or different sex. One example of unwelcome behavior would be 'persistent propositioning' after being told that someone is not interested in engaging in activities of an intimate nature. Sexual harassment also includes any actions that violate another person's privacy, including entering their office, lab, or other occupied space without consent, looking through their belongings, or watching them when they have a reasonable expectation that they will not be observed (e.g., in the bathroom). If someone has been made aware that his or her advance toward another is unwelcome, they will cease to make any further advances in any form and will treat their colleague professionally and respectfully.

Article II: Other Forms of Harassment

Not all harassment is sexual in nature. Physical and verbal intimidation that is sufficiently severe or pervasive as to create an intimidating, hostile, or offensive environment for academic pursuits is also not tolerated by ICArEHB.

Article III: Supervisor/Supervisee Relationships

It is never appropriate for individuals in supervisory positions to proposition or engage in sexual innuendo with individuals they supervise. Romantic and/or sexual relationships between individuals who are in a supervisor / supervisee relationship are **prohibited**.

Should this situation occur with the mutual consent of the people involved, the supervisor must suspend their role immediately, with another supervisor being duly appointed.

Article IV: Ethics (Taken from AAA guidelines)

- a. Do No Harm
- b. Be Open and Honest with work
- c. Obtain informed consent and necessary permission in research
- d. Make Results accessible
- e. Protect and Preserve Records
- f. Maintain respectful and ethical professional relationships



Article V: Course of Action and Procedures

If you are made to feel uncomfortable because of discrimination, harassment, or retaliation, by ANY STUDENT OR RESEARCHERS then you can confidentially discuss the matter using one of the following channels.

1) Talk to someone in the Board of Direction.

If a situation arises and the person affected prefers to handle the matter internally, they can contact **one of the members** of the Board of Direction (BoD) that they feel more comfortable talking to. In this case, the member of the BoD should be informed of the nature of the conversation so that it stays strictly confidential, including to other members of the BoD. There are six members in the BoD, including female and male researchers as well as native and non-Portuguese speakers.

2) The University of Algarve formal report of cases of discrimination, abuse or harassment

- a) Reporting the case through this platform (in Portuguese)
<https://ualg.wiretrust.pt/>
- b) Email the person responsible for managing the platform: Vice-reitora Ana Maria de Melo Sampaio de Freitas (vrafreitas@ualg.pt).
- c) For more information, see “Despacho RT.05/2023, 10th January 2023”.

3) The Students’ Ombudsmen (Provedor do Estudante)

This is an independent entity responsible for promoting and advocating the students’ interests and rights before the university. Currently, this role is carried out by Pedro Barros.

Email address to report a situation or book an appointment: provedorestudante@ualg.pt .

<https://www.ualg.pt/provedor-do-estudante>

4) The University’s chaplain.

The chaplain is an external figure to ICArEHB. Although he will be a Catholic priest, he is trained in spiritual counseling for believers of any Faith or religious affiliation (or lack of) and in dealing with emotionally disturbing situations. Currently, the role is taken by Father António de Freitas.

<https://www.ualg.pt/capelania>



5) Outside the University of Algarve.

If, for any reason, the person experiencing a situation of harassment considers it is preferable to contact someone outside the University itself, these are some options.

The government's Commission for Equality in the Workplace can be contacted to report situations of moral or sexual harassment.

<https://assedio.cite.gov.pt/contactos/>

The Portuguese Association for Victims' Support (APAV) provides confidential assistance for people who experienced crime, violence, threat, or intimidation.

https://apav.pt/apav_v3/index.php/pt/vitima/como-apoiamos

Article VI: Legislation

It must be noted that the Portuguese Constitution (Constituição da República Portuguesa), in its 13th Article, upholds the Principle of Equality, stating that (emphasis by the translator):

1. All citizens have the **same social dignity** and **are equal before the law**.
2. No one may be privileged, benefited, harmed, deprived of any right or exempt from any duty due to **ancestry, sex, race, language, territory of origin, religion, political or ideological convictions, education, economic situation, social condition, or sexual orientation**.

<https://www.parlamento.pt/Legislacao/Paginas/ConstituicaoRepublicaPortuguesa.aspx>