

Harwell Chilton Campus Local Stakeholder Group Code of Conduct

Participants of the Harwell Chilton Campus Local stakeholder group agree to adhere to the following code of conduct:

- Members should aim to attend all meetings and be prepared to complete any advance preparations. Any member unable to attend in person may appoint an appropriate substitution from their organisation to attend on their behalf who can express their views.
- There will be no tolerance for harassment or discrimination and participants must treat each other openly, honestly and respectfully.
- Participants should arrive on time for meetings and aim to stay for the duration of the meeting
- Any issues of contention shall be addressed through the Chair via the Secretariat and dealt with in a timely manner.
- Communications in meetings will be clear, timely and conducted via the Chair. One only person should speak at a time, sticking to the topic in hand and not dominating the discussion.
- Participants should turn off mobile phones and familiarize themselves with building safety arrangements.

Angela Vincent
LSG Secretariat
392.10 Rutherford Avenue
Harwell Science and Innovation Campus
Didcot
Oxon
OX11 0DF

Telephone: 01235 435234
email: angela.vincent@research-sites.com