

Field Safety Plan

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| Field Site Location: | Yolo/Solano Counties, California |
| Activity: | Bird Surveys, Mist Netting, Nest Searching, Nest Monitoring |
| Created for: | Karp Lab |
| Date of Review: | 4/10/2023 |

General Site Information:

If travelling more than 100 miles from campus, register your trip at ehs.ucop.edu/away for UC travel insurance documentation and location-specific trip alerts. For international work, the [Worldcue Trip Planner](#) is available to assist with planning logistics, identifying local services, and guidance regarding local hazards.

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| Geographic Location: | Latitude: 38.5384087 | Longitude: -121.8686999 |
| Local Contact: | <p>Katie Lauck, Email: kslauck@ucdavis.edu, Phone: 540-923-0228</p> <p>Austin Spence, Email: arspence@ucdavis.edu, Phone: 801-201-2464</p> <p>Frequency of check-ins: Daily via WhatsApp or text when in the field (morning and evening)</p> <p>If check-in not received: Reach out via WhatsApp, text, and email. If still no response, contact Karp.</p> | <p>University Contact: <i>Not on trip. Provide person a copy of this Field Safety Plan.</i></p> <p>Daniel Karp Email: dkarp@ucdavis.edu Phone: 530-219-9868</p> <p>Frequency of check-ins: As needed (if can't get in touch with Austin or Katie).</p> |
| Nearest Emergency Medical Services: | Call 911; or 530 758 3600 or 530 756 3400 (city of Davis emergencies) | |
| Nearest Emergency Department (ED): | Sutter Davis Hospital Emergency Department. 2000 Sutter Pl, Davis CA 95616. Phone: (530)757-5111. Open 24 hrs, 7 days/wk. | |
| Go/No Go Criteria: | <p>No go:</p> <ul style="list-style-type: none"> Weather Conditions: Electrical storms, heavy rains or snow, flash flooding, high wind, extreme cold or heat, wildfires in vicinity and/or excessive smoke. Site conditions: Pesticides being sprayed. Any site hostile to researchers. Any private land or road without permission to access. Slopes over 30 degrees or unstable terrain. | |
| Directions to site | Drive to site from Davis. Specific site maps are appended below. | |
| Expected temperature/weather: | 50 to 95 degrees F, clear weather or some wind and rain, possible heat waves | |
| Drinking water availability: | <p>If forecast exceeds 80 degrees F, Cal/OSHA requires access to at least one quart (4 cups) per person per hour for the entire shift, i.e., an 8 hour shift of strenuous work requires access to 2 gallons per person. Water must be fresh and suitably cool.</p> <p><input type="checkbox"/> Plumbed water available <input type="checkbox"/> Water cooler with ice to be provided <input checked="" type="checkbox"/> Bottled water provided <input type="checkbox"/> Other: <input type="checkbox"/> Natural source and treatment methods (e.g. filtration, boiling, chemical disinfection):</p> | |
| Access to Shade/Shelter: | <p>If forecast exceeds 80 deg, shade must be provided by any natural or artificial means for rest breaks. Shade is not considered adequate when heat in the area does not allow the body to cool (e.g., sitting in a hot car).</p> <p><input checked="" type="checkbox"/> Building structures <input checked="" type="checkbox"/> Trees <input type="checkbox"/> Temporary Canopy/Tarp <input checked="" type="checkbox"/> Vehicle with A/C <input type="checkbox"/> Other:</p> | |
| High Heat Procedures - Required when temperatures are expected to exceed 95 F | <p>If possible limit strenuous tasks to morning or late afternoon hours. Rest breaks in shade must be provided at least 10 minutes every 2 hours (or more if needed). Effective means of communication, observation and monitoring for signs of heat illness are required at all times. Pre-shift meeting required.</p> <p><input checked="" type="checkbox"/> Direct supervision <input checked="" type="checkbox"/> Buddy system <input checked="" type="checkbox"/> Reliable cell or radio contact <input type="checkbox"/> Other:</p> | |
| Personal Protective Equipment (PPE): | Required: Long pants, sturdy close-toed/heeled shoes, KN95 masks when indoors Recommended: hats, insect repellent, sunscreen | |
| Out of Bounds Areas: | Private property (if not given permission to access), creek water (hazardous), flooded or very muddy areas, active agricultural areas | |
| Cell phone coverage: | <p>Device carried? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no</p> <p>Type: Smartphone</p> <p>Coverage: None / Spotty / Good</p> <p>Nearest location with coverage:</p> | <p>Satellite phone/device:</p> <p>Device carried? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no</p> <p>Type:</p> <p>Coverage: None / Spotty / Good</p> <p>Nearest location with coverage: NA</p> |
| Nearby services: | N/A | |
| Access: | Via field vehicle | |
| Physical demands: | Hiking on uneven and hilly terrain. | |
| Field Team/ Participants: | <p>Primary Field Team Leaders: Katherine Lauck and Austin Spence Secondary Field Team Leader:</p> <p><input checked="" type="checkbox"/> Field Team/Participant list is attached as training documentation <input checked="" type="checkbox"/> Other attachment, e.g. course roster Is anyone working alone? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If so, develop a communications plan with strict check-in procedures; carry a sat device for remote locations.</p> | |
| First Aid Training | General first aid training included in Department of Wildlife, Fish, and Conservation Biology IIPP and EAP. Location of group medical/first aid kit: carried into field and at Academic Surge | |
| Immunizations or Medical Evaluation (if applicable) | Contact Occupational Health at least 6 weeks prior to your trip for travel-related immunizations, medical advice, required or recommended immunizations, and medical clearance related to your research protocol. | |

Field Safety Plan

Additional Considerations

Contact [Safety Services](#) for guidance. Check all that apply.

- One or more of the following will be handled/transported: hazardous biological, chemical, or radioactive materials, pesticides, animals, or fireworks.
- Activities are to involve one of the following: ATVs, snow mobiles, tractors or other motorized vehicles; rigging, climbing, fall protection; shoring/trenching, digging/excavations, caves, other confined spaces or egress/access limitations; chainsaws, hand held power tools; explosives or fire arms; lasers, portable welding/soldering devices; other hazardous equipment or tools.
 - Modes of transportation other than regularly scheduled commercial carriers (e.g. chartering a boat, plane) will be used.
- The [campus auto policy](#) & [auto insurance article](#) for university vehicles, personal vehicles, and rental vehicles has been reviewed.
- Visas, permits, finances, import/export controls, transportation of specialized equipment, and data security have been considered. (See [UC Global Operations](#) (ucgo.org) or contact UCD [Export Control](#) for guidance.)
- Personal safety risks during free time have been considered or discussed, e.g., alcohol or drug use, leaving the group, situational awareness, sexual harassment, or local crime/security concerns. You may use the [Worldcue Trip Planner](#) 'Location Intel' tab to generate a security brief.

Campus Contacts:

- UCPD Emergency Number: (530) 752-1230
- University Health Services
 - Faculty/Staff: [Occupational Health Services](#); (530) 752-6051
 - Students: [Student Health and Counseling Services \(SHCS\)](#)
- Office of Environment, Health & Safety (EH&S): [Safety Services](#)
- Travel Insurance Emergency Number: (410) 453-6330 (United Healthcare - UC Travel Insurance)
- Report injuries:
 - For Employees: [Injury Reporting Procedure](#)
 - For non-paid students: Submit an [Incident Report](#) or email it to Risk Management Services, rms@ucdavis.edu

Additional Documentation

Consult, carry with you at all times, and abide by the rules and regulations set forth in any or all of the following:

- Relevant state, federal, and/or international permits
- IACUC protocol

Code of Conduct

All UCD researchers, collaborators, co-workers, and other field associates agree to this code of conduct. As such, all agree to the following statements:

1. We agree to treat each other professionally and with respect.
2. We agree to avoid rude, offensive, targeted, or discriminatory language with or around one another, as well as around any members of the community who may be present.
3. We agree to put ours and each other's safety first.
4. We agree to adjust our behaviors if they make another team member or member of the community feel uncomfortable, unsafe, or unwelcome.
5. We agree to be particularly mindful of the Code of Conduct if or when alcohol is consumed, and we will avoid excessive drinking or drug use for the duration of field activities.

Sexual Harassment and Response: Prevention and Response Protocols

Note: The university prohibits any form retaliation against a person who reports prohibited conduct or participates in reporting. Retaliation includes threats, intimidation, reprisals, and/or adverse employment or educational actions against a person based on their report of prohibited conduct or participation in the investigation, report, remedial, or disciplinary processes.

Prevention:

1. All UCD researchers and collaborators adhere to the above Code of Conduct. PI Karp will distribute the Code of Conduct to close collaborators.
2. UCD researchers will maintain private living quarters if fieldwork ever requires accommodation. When a room is shared, roommates will maintain privacy and avoid nudity when the other roommate is present. Roommates should discuss comfortable living conditions and behaviors upon initial room-sharing.
3. UCD researchers will avoid romantic or sexual relationships with coworkers or collaborators.

Response:

1. If a situation feels unsafe or threatening, leave immediately.
2. Sites with landowners or members of the public that make any field workers feel uncomfortable should be avoided.
3. If a UCD researcher is sexually harassed or assaulted in the field (see Definitions below), they may tell Dr. Karp, who is a

Field Safety Plan

mandatory reporter.

4. If a UCD researcher is sexually harassed or assaulted in the field and prefers to contact a confidential resource, they can contact a CARE advocate at UCD. Contact information: <https://care.ucdavis.edu/>, (530) 752-3299, ucdcare@ucdavis.edu
5. In the case of a situation in which the UCD researcher does not feel comfortable, such as with living, working, or traveling arrangements, Dr. Karp will arrange an alternate option for the researcher, which may include renting an apartment near the field site, redistributing field team members, talking to supervisors, or bringing the researcher back to Davis (if traveling). Dr. Karp will also offer to discuss the situation with the perpetrator. If behavior does not change, then the perpetrator will either be removed from the project (item 7 below) or separated from the team (e.g., by renting an apartment near the field site, redistributing field team members, talking to supervisors, or bringing the researcher back to Davis).
6. In the case of physical injury, whether immediately identifiable or not, due to violent sexual assault, the victim will be admitted to a hospital as quickly as possible. If the victim is a UCD researcher, the CARE office will facilitate the appropriate course of action.
7. If a UCD researcher commits a sexual assault, or repeated harassment, they will be immediately removed from the field site and the research project.

Discrimination, Bias, and Hate Crime Response: Prevention and Response Protocols

Note: The university prohibits any form retaliation against a person who reports prohibited conduct or participates in reporting. Retaliation includes threats, intimidation, reprisals, and/or adverse employment or educational actions against a person based on their report of prohibited conduct or participation in the investigation, report, remedial, or disciplinary processes.

Prevention:

1. All UCD researchers and collaborators adhere to the above Code of Conduct. PI Karp will distribute the Code of Conduct to close collaborators.

Response:

1. If a situation feels unsafe or threatening, leave immediately.
2. Sites with landowners or members of the public that make any field workers feel uncomfortable should be avoided.
3. If a UCD researcher falls victim to any form of discrimination, bias, or hate crime in the field (see Definitions below), they may tell Dr. Karp, who is a mandatory reporter.
4. If a UCD researcher falls victim to any form of discrimination, bias, or hate crime in the field and prefers to contact a confidential resource, they can make an appointment at the University Ombud's Office (530-754-7233). If you would like to report the offense, then contact an official of the UCD Harassment and Discrimination Assistance and Prevention Program. Contact information: <https://reportheateandbias.ucdavis.edu/filing-report>, (530) 747-3864, hdapp@ucdavis.edu.
 - a. Note: HDAPP has an anonymous reporting system; however, UC Davis may be limited in its ability to respond, meet desired resolutions, or keep you updated on the status of the complaint if the anonymous reporting system is used.
5. In the case of a situation in which the UCD researcher does not feel comfortable, such as with living, working, or traveling arrangements, Dr. Karp will arrange an alternate option for the researcher, which may include renting an apartment near the field site, redistributing field team members, talking to supervisors, or bringing the researcher back to Davis (if traveling). Dr. Karp will also offer to discuss the situation with the perpetrator. If behavior does not change, then the perpetrator will either be removed from the project (item 7 below) or separated from the team (e.g., by renting an apartment near the field site, redistributing field team members, talking to supervisors, or bringing the researcher back to Davis).
6. In the case of physical injury, whether immediately identifiable or not, due to violent hate crime, the victim will be admitted to a hospital as quickly as possible. If the victim is a UCD researcher, the CARE office will facilitate the appropriate course of action.
7. If a UCD researcher commits a hate crime, they will be immediately removed from the field site and the research project.

Crime

To mitigate risk, the following procedures should be adhered to:

- Project members should store valuables in the lab (or in their accommodation when traveling). The accommodation should be locked when unattended. Valuables should not be left in vehicles when they are unattended during fieldwork.
- Carry a cell phone with you at all times, with emergency numbers and hospital numbers pre-loaded.

Law Enforcement

To mitigate risk of negative interactions with law enforcement, including local police or California Fish and Wildlife officers, the following procedures should be adhered to:

- If approached by law enforcement, project members should immediately stop any research procedures, if possible, to provide law enforcement with proper attention. This may include closing mist-nets, placing birds in bird bags, etc.
- Provide all relevant state, federal, and international permits, including relevant contact information to the state wildlife office. This means all such information must be carried with you at all times.
- Provide the officers with the letter describing the scope of the project, including project goals, activities, and locations, on UCD letterhead
- Carry a cell phone with you at all times, with emergency numbers available for UCD verification

Field Safety Plan

COVID-19 Protocols

Prevention:

1. Anyone sharing a vehicle with someone else as part of field activities is required to wear a surgical, N95, or KN95 mask while in the vehicle
2. Social distancing and masking are to be maintained when indoors.
3. If anyone on or exposed to the field team displays COVID-19 symptoms, they are to isolate if possible, and/or all UCD researchers will isolate from them for one week.

Response:

1. If a UCD employee or researcher contracts COVID and symptoms are minor, they will isolate for 5 days or until symptoms have ceased and will continue to mask around others for 5 additional days after isolation. If an employee or researcher cannot isolate in the field lodging, a hospital will be provided.
2. If a UCD employee or researcher contracts COVID and symptoms are severe, they will be admitted to the hospital

Note: Also see COVID-19 safety documentation

Vehicle Policy and Insurance

The roads used to access field sites are often paved; however, road conditions within farms can vary considerably. To reduce risk, project members adhere to following policies:

- Appraise road conditions before driving in a new area (for example, by observing the depth and extent of mud on unpaved roads).
- Do not attempt to pass vehicles on windy roads (even if other cars are doing it).
- Do not talk on a phone or text while driving.
- Always wear a seatbelt. Do not cram more people into vehicles than there are seats.

If you use your personal vehicle for University business, your personal insurance provides the primary coverage in case of accident or loss. University insurance programs do not provide coverage for damage or loss to personal vehicles used for business. Therefore, employees are responsible for ensuring that their vehicles are sufficiently insured.

Per policy [BFB-G-28 Travel Regulations](#), the minimum required liability insurance coverage for private vehicles used on University business is:

- \$50,000 for personal injury to, or death of, one person;
- \$100,000 for injury to, or death of, two or more persons in one accident;
- \$50,000 for property damage.

In the case of personal vehicle damage, your campus department has the option to reimburse up to \$500 for repairing your vehicle or for your personal auto insurance deductible, whichever is less. If approved, that expense would be the responsibility of your department.

All vehicle accidents occurring while on University business must be reported immediately.

The University's Automobile Program provides automobile liability coverage for University personnel in the course and scope of their employment and Automobile Physical Damage for vehicles owned, leased and operated by the University.

Vehicle accident form: <https://ucdavis.app.box.com/s/ul8e3puah6eflk9llkig25o480dvstn>

Risks from Plants and Animals

The following procedures will help mitigate risks.

- Always bring a fully stocked first-aid kit into the field, with non-expired supplies.
- Anyone handling birds of any kind should wear a well fitted face covering at all times when in close proximity to birds to prevent the spread of Avian Flu. Ideally this would be an N95 or KN95 mask.
 - In order to minimize the risk of spread from bird-to-bird (or from bird-to-us), disinfect your hands with a gel hand sanitizer in between handling different birds. More specifically, disinfect when moving from one nest box to another (no need to disinfect between each nestling) or between banding/handling different birds.
 - Unfortunately, this probably isn't practical for extractions from mist nets (when you have several birds in the same net and need to get them out quickly). However, do carry hand sanitizer with you in the field when checking nets and try to use it frequently.
 - Try to avoid touching your eyes, mouth, or nose when handling birds.
 - Do not eat when handling birds.
- If you encounter a puma: make yourself large, make noise, and slowly create distance between you.
- If bitten by an animal:
 - Apply continuous pressure for 5-10 minutes. If bleeding is not controlled, seek medical assistance immediately (see #4 below).
 - Wash all wounds immediately with soap or detergent solution and a high volume of water for at least 5 minutes, 10 minutes if extensive or extremely dirty. Scrub wound enough to make it re-bleed a little to help clean the wound.

Field Safety Plan

- Report bite to your supervisor or department personnel office.
- Upon returning, seek medical followup
 - Employees (including student employees) go to: Occupational Health Services, Cowell Hall; (530) 752-6051 Hours: 8am-5pm (M,T,Th,F); 9am-5pm (W)
 - Students go to: Student Health and Wellness Center, Corner of La Rue and Orchard Drive; 752-2300 Hours: 8am-7:30pm (M,T,Th,F); 9am-7:30pm (W); 9:30am-1:00pm (weekends) Hours Summer: 8am-5pm (M,T,Th,F); 9am-5pm (W)
 - Non-UCD employees and After Hours Care go to: Sutter Davis Hospital, Urgent Care & Emergency Medical Services, 750-5800
- Other Information
 - Dog and Cat Bites: High frequency of wound infection with Pasteurella and other oral pathogens; likely to require antibiotic treatment.
 - Reptiles and Birds: Possible exposure to bacterial pathogens that sometimes requires antibiotic treatment for deep wounds. The Ornithological Council – a consortium of 11 scientific ornithological societies in the Western Hemisphere – has prepared a fact sheet that covers avian influenza, West Nile virus, ornithosis, and other zoonotic diseases likely carried by wild birds. This fact sheet is updated regularly and documents current evidence-based recommendations to conduct avian research safely (<http://www.nmnh.si.edu/BIRDNET/documents/WNV&H5N1-FactSheet.pdf>; pages124-125). Additionally, information regarding current highly pathogenic avian influenza outbreaks in the USA can be found here (<https://www.cdc.gov/flu/avianflu/>).
 - Laboratory Rodent Bites: Do not usually cause infection unless very deep bite or unusual pathogen is present.
 - Animals with Unexplained Neurological Symptoms: Check with supervisor and co-workers regarding rabies status of animal; observation period for animal may be necessary if rabies status is unknown.
- If bitten by a snake, follow the following CDC recommendations (<https://www.cdc.gov/niosh/topics/snakes/symptoms.html>)
 - Seek medical attention immediately (call an ambulance).
 - Keep still and calm to the extent possible. Lay or sit down with bit below the level of your heart. If you need to move to a vehicle (to get to the hospital), do so calmly and do not run.
 - Wash the bite with soap/water and cover a clean dressing.
 - Try to identify the snake or remember details about it (take a picture!)
 - **DO NOT**: pick up the snake, wait for symptoms, apply a tourniquet, cut the wound, suck out the venom, apply ice or immerse in water, drink alcohol, or drink caffeine.
- Conduct a full-body tick check upon returning from the field. Should you find a tick that is already attached to your skin, follow the CDC recommendations (https://www.cdc.gov/ticks/removing_a_tick.html):
 - Use fine-tipped tweezers to grasp the tick as close to the skin's surface as possible.
 - Pull upward with steady, even pressure. Don't twist or jerk the tick; this can cause the mouth-parts to break off and remain in the skin. If this happens, remove the mouth-parts with tweezers. If you are unable to remove the mouth easily with clean tweezers, leave it alone and let the skin heal.
 - After removing the tick, clean the bite area and your hands with rubbing alcohol, an iodine scrub, or soap and water.
 - Dispose of a live tick by submersing it in alcohol, placing it in a sealed bag/container, wrapping it tightly in tape, or flushing it down the toilet. Never crush a tick with your fingers.
 - If you develop a rash or fever within several weeks of removing a tick, see your doctor. Be sure to tell the doctor about your recent tick bite, when the bite occurred, and where you most likely acquired the tick.
- Learn to identify poison oak. It can take many forms, from shrubs to vines. Groups of three leaves are oily in spring and red later in summer (see photo). If you think that you have been exposed, wash with cool water and Tecnu or dish soap within a few hours or as soon as possible.



Field Safety Plan

Heat Illness/Exhaustion:

| First Aid Reference – Signs & Symptoms of Heat Illness | | |
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| Signs & Symptoms | Treatment | Response Action: |
| HEAT EXHAUSTION <ul style="list-style-type: none"> • Dizziness, headache • Rapid heart rate • Pale, cool, clammy or flushed skin • Nausea and/or vomiting • Fatigue, thirst, muscle cramps | <ol style="list-style-type: none"> 1. Stop all exertion. 2. Move to a cool shaded place. 3. Hydrate with cool water. | Heat exhaustion is the most common type of heat illness. Initiate treatment. If no improvement, go to medical center. Do not return to work in the sun. Heat exhaustion can progress to heat stroke. |
| HEAT STROKE <ul style="list-style-type: none"> • Disoriented, irritable, combative, unconscious • Hallucinations, seizures, poor balance • Rapid heart rate • Hot, dry and red skin • Fever, body temperature above 104 °F | <ol style="list-style-type: none"> 1. Move (gently) to a cooler spot in shade. 2. Loosen clothing and spray clothes and exposed skin with water and fan. 3. Cool by placing ice or cold packs along neck, chest, armpits and groin (Do not place ice directly on skin) | Seek medical help immediately. Heat stroke is a life threatening medical emergency. A victim can die within minutes if not properly treated. Efforts to reduce body temperature must begin immediately! |

Trip Registration

Per [UC Davis policy](#), international travel on university business must be registered. [Trip registration](#) takes less than a minute and affords UC Davis travelers a number of benefits including:

- Customized, location-specific alerts to mitigate disruption to travel plans
- Access to valuable travel insurance and emergency contact information
- Timely assistance, including emergency evacuation, in the event of a crisis

Travel Insurance

UC Davis employees (and their companions) traveling on university business are covered 24 hours a day, worldwide, for a variety of contingencies. Once your [trip is registered](#), you receive a “Welcome” email that includes access to your insurance card as well as critical emergency contact information.

The University of California’s business travel insurance program offers a number of benefits and services including:

- Emergency evacuation due to medical, natural disaster/weather, political unrest or other incidents
- Accident/illness medical care
- Customized, real-time, location-specific travel alerts and warnings
- Passport replacement, legal referral and translation/interpretation assistance
- Trip delay reimbursement (up to \$300/day for five days)
- Personal property loss (up to \$5,000)
- Up to 14 days of “Trip Deviation” coverage for personal travel in conjunction with business travel
- Accidental death and dismemberment benefits
- Repatriation of remains

For additional details, see the University of California’s [travel insurance policy](#). The UC Employee Business Travel Insurance [Frequently Asked Questions Document](#) may also be a helpful resource.

UC Davis travelers with general travel security questions are encouraged to contact Global Affairs at (530) 752-4129 or travelsecurity@ucdavis.edu ([travel security manager: AJ Leeds](#)).

For questions regarding the university’s travel insurance program, contact UC Davis Risk Management at rms@ucdavis.edu or UC Davis Global Affairs at (530) 752-4129.

UnitedHealthcare Global

If you are traveling on university business and involved in an incident abroad, the emergency contact number for UnitedHealthcare Global is +1-410-453-6330. UnitedHealthcare Global can assist with:

- medical issues;
- legal referral services;
- emergency cash advances;
- translation/interpretation assistance;
- emergency evacuation in the event of an extreme weather, security, or medical event;
- and a number of other [critical services](#).

When contacting UnitedHealthcare Global, identify yourself as affiliated with the University of California, Davis, and have your insurance number ready. [Register travel](#) (or book travel via [AggieTravel/Connexus](#)) to receive a UnitedHealthcare Global insurance card via an email from Worldcue® Traveler.

Field Safety Plan

Definitions

1. *Sexual harassment*: unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical contact of a sexual nature
2. *Sexual assault*: a form of sexual harassment in which any sexual act attempted or completed without consent
3. *Discrimination*: illegal or prohibited adverse employment or educational action, or harassment based on race, color, national origin (including caste or perceived caste), religion, sex, gender, gender expression, gender identity, gender transition status, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services, including protected veterans.
4. *Harassment*: conduct that is sufficiently severe, persistent, or pervasive that it unreasonably denies, adversely limits, or interferes with a person's participation in or benefit from the education, employment or other programs or activities of the University, and creates an environment that a reasonable person would find to be intimidating or offensive when based on the categories listed in the discrimination definition.
5. *Bias incidents*: non-criminal acts of conduct, speech, or expression that target individuals and groups based on certain protected characteristics. Some bias incidents may violate University policies, while others may not be severe enough to violate policy or may be protected expressions of speech.
6. *Hate crime*: any criminal act or attempted criminal act directed against a person(s), public agency or private institution based on the victim's actual or perceived race, nationality, religion, sexual orientation, disability, or gender or because the agency or institution is identified or associated with a person or group of an identifiable race, nationality, religion, sexual orientation, disability, or gender. A hate crime includes an act that results in injury, however slight; a verbal threat of violence that apparently can be carried out; an act that results in property damage; and property damage or other criminal act(s) directed against a public or private agency.
7. *Mandatory reporter/responsible employee*: Any UC Davis employee who is not a confidential resource is responsible employee. This means that, if during employment, the employee hears about a student who has experience prohibited conduct then they must notify a Title IX officer or designee. This includes all student employees as well. All employees must also forward any student reports of discrimination or harassment to the Harassment and Discrimination Assistance and Prevention Program (HDAPP).

Discussing the Field Safety Plan and Proposing Changes

Field safety is imperative for conducting successful ecological research as the safety and well-being of team members is the number one priority while conducting fieldwork. We recognize, however, that discussing these topics can often be difficult or uncomfortable. To improve communication regarding these topics and to acknowledge that the field safety plan will likely change through time to better fit the needs of the lab, we recommend the following:

1. Supervisors and individuals who are under their supervision are encouraged to approach these topics in good faith. We recognize having these conversations among individuals at different stages of their career (i.e., principal investigator, postdocs, graduate students, undergraduates) can be difficult, and we hope that this document can be used as a framework for engaging in a dialogue about core issues of safety and inclusion while in a field setting.
2. Any team member is encouraged to bring up any concern with the current practices or practices they feel are missing from the document. As fieldwork localities, personnel, or specific situations change over time within a lab, it will be important to maintain this as a living document to fit the needs of the lab and its members.

