

New Zealand Ecological Society Code of Conduct

The New Zealand Ecological Society (NZES) code of conduct has been adopted with the aim of continuing the reputation of NZES as a welcoming, ethical, and supportive professional environment. We set out three appendices with codes of conduct applicable in different circumstances. When individuals are covered by multiple appendices, they are intended to be complementary. These appendices are:

- (1) Appendix One: General code of conduct. This applies to all members of New Zealand Ecological Society
- (2) Appendix Two: New Zealand Journal of Ecology code of conduct. This applies to all individuals (regardless of membership status) seeking publication, reviewing, editing, or undertaking other involvement in the New Zealand Journal of Ecology.
- (3) Appendix Three: Conference and events code of conduct. This applies to all individuals (regardless of membership status) attending the NZES conference or other NZES-organised event.

Appendix One: General code of conduct

This applies to all members of New Zealand Ecological Society (NZES). NZES will promote this code of conduct through its website.

All members of New Zealand Ecological Society (NZES) should observe the following principles in the conduct of their professional affairs:

1. Members will focus their professional advice and guidance on those subjects in which they are informed and qualified through professional training or experience. They will strive to accurately represent ecological understanding and knowledge and to avoid and discourage dissemination of erroneous, biased, or exaggerated statements about ecology.
2. Members will not represent themselves as spokespersons or agents for the Society without express authorization by a President or Vice President of NZES
3. Members will not plagiarise in verbal or written communication but will give full and proper credit to the works and ideas of others including tangata whenua and community groups, and make every effort to avoid misrepresentation.
4. Members will not fabricate, falsify, or suppress results, deliberately misrepresent research findings, or otherwise commit scientific fraud.
5. Members will conduct their research so as to avoid or minimise adverse effects on ecosystems and human communities, and ensure compliance with legal requirements for protection of researchers, human subjects, and research organisms and systems.
6. Members' public engagement will be respectful, recognise the importance of multiple perspectives, and avoid and minimise possibility of harm.
7. Members will not discriminate against others, in the course of their work on the basis of gender, sexual orientation, marital status, religion, race or perceived race, ethnicity or perceived ethnicity, national origin, age, economic status, disability, or organizational affiliation.
8. Members will not practice or condone harassment in any form, including sexual harassment.
9. In all communications, members will make efforts to clearly differentiate facts, opinions, and hypotheses.
10. Members will not seek employment, grants, or gain, nor attempt to injure the reputation or professional opportunities of another scientist by false, biased, or undocumented claims, by offers of gifts or favours, or by any other malicious action.

Transgressions of this Code of Conduct reported to the NZES Council ("the Council") will be considered on a case by case basis at a special meeting. Any sanctions require agreement by the majority of Council members. Sanctions may include, but are not limited to, official warnings or reprimands, revoking or suspension of membership, disqualification for awards eligibility, request to leave an event, or not attend future events, requiring the Member to relinquish (or be suspended from) any official positions within the Society, retraction of papers from the New Zealand Journal of Ecology, or removal of editors from the Editorial Board of the Journal (as relevant). When considering disciplinary action, the Council will adhere to the principal of natural justice (right to be heard, no pre-judging, no bias or personal motives, and flexibility) and provide reasons for its decisions. Unless the Council otherwise decides, all draft and final decisions and related documents issued to either or both the respondent or complainant must be treated as confidential by the recipient. NZES is not liable for any expense connected with Council's consideration of any breach of the Code of Conduct, whether incurred by a person whose conduct is under investigation or by any person or persons who make a complaint of any matter under this Code of Conduct.

Appendix Two: New Zealand Journal of Ecology code of conduct.

This applies to all individuals (regardless of membership status) seeking publication, reviewing, editing, or undertaking other involvement in the New Zealand Journal of Ecology. The Journal will promote this code of conduct on its webpage, and as part of its manuscript submission process.

- 1) Researchers will claim authorship (defined as including co-authorship) of a paper only if they have made a substantial contribution. Each author is expected to have:
 - a) made substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data; or the creation of new software used in the work; or have drafted the work or substantively revised it;
 - b) approved the submitted version (and any substantially modified version that involves the author's contribution to the study);
 - c) agreed both to be personally accountable for the author's own contributions and to ensure that questions related to the accuracy or integrity of any part of the work, even ones in which the author was not personally involved, are appropriately investigated, resolved, and the resolution documented in the literature.
- 2) Researchers will not add or delete authors from a manuscript submitted for publication without an explanation to, and agreement from, an editor.
- 3) Researchers will not submit for publication any manuscript containing data they are not authorized to use.
- 4) Researchers will not represent research results as new if the results are known to have been published or submitted elsewhere or submit a manuscript for publication while it is under review for possible publication elsewhere.
- 5) Editors and reviewers will treat manuscripts under review as confidential, recognizing them as intellectual property of the author(s). For NZJE, confidential treatment may involve a small circle of individuals needed to evaluate the suitability of the manuscript, including, but not limited to, other editors and reviewers.
- 6) When using ideas or results of others in manuscripts submitted for publication, researchers will give full attribution of sources. If the ideas or results have not been published, they may not be used without permission of the original researcher. Illustrations or tables from other publications or manuscripts may be used only with permission of the copyright owner.
- 7) Researchers will not serve as editors or reviewers of a manuscript if present or past connections with the author or the author's institution may prevent objective evaluation of the work. Where a researcher feels there could be a connection, this should be declared to the relevant editor who will have the final decision on if a reviewer is suitable or not.
- 8) Researchers will not purposefully delay publication of another person's manuscript to gain advantage over that person.
- 9) Researchers submitting manuscripts for publication will promptly report to editors any errors in research results or interpretations discovered after submission or publication.

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Appendix Three: Conference and events code of conduct.

This applies to all individuals (regardless of membership status) attending the NZES conference or other NZES-organised event. Event organisers will promote the code of conduct and the fact that registration or attendance at the event will be taken as agreement to the code of conduct.

Individuals are encouraged to do the following, **acceptable behaviour**:

- treat all participants with kindness, respect, and consideration, valuing a diversity of views and opinions (including those you may not share).
- communicate openly, with respect for other participants, being mindful to critique ideas rather than individuals, using discretion to ensure respect is communicated.
- refrain from demeaning, discriminatory or harassing behaviour and speech directed toward other participants.
- be an active bystander, be mindful of your surroundings and your fellow participants, including alerting NZES council members or conference staff or representatives if you notice a dangerous situation, unacceptable behaviour, or someone in distress.
- respect the rules and policies of meeting and event venues, accommodation, or any other venue associated with NZES meetings and events, including public spaces visited with fellow participants.

NZES does not tolerate harassment, bullying, intimidation, discrimination, or any other form of **unacceptable behaviour**.

Examples of unacceptable behaviour include, but are not limited to:

- physical or verbal abuse of any participant.
- exclusionary behaviour or unwelcome, discriminatory, or offensive comments. This includes but is not limited to comments related to age, appearance or body size, employment status, perceived ethnicity, gender identity and expression, individual lifestyle, marital status, national origin, physical or cognitive ability, political affiliation, pregnancy or potential pregnancy, sexual orientation, race, or religion.
- inappropriate or unwanted physical contact.
- unwanted sexual attention.
- use of sexual or discriminatory images in public spaces, social media or in presentations.
- deliberate intimidation or stalking, or harassment.
- harassing photography or recording, including taking photographs or recording of another individual's oral presentation or poster where the presenter has withdrawn permission.
- sustained disruption of talks or other events.
- bullying behaviour, including using perceived superior status or rank to embarrass, belittle or humiliate.
- retaliation for reporting unacceptable behaviour.

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