RUTGERS UNIVERSITY
Office for Research

Research and Sponsored Programs
33 Knightsbridge Road
2nd Fl, East Wing
Piscataway, NJ 08854-3925

PLAN FOR SAFE & INCLUSIVE WORKING ENVIRONMENT (SAFETY PLAN)

The Safe and Inclusive Working Environment (Safety Plan) for Off-Campus or Off-Site Research was prepared under the direction of the Principal Investigator for the proposal listed below.

Principal Investigator:	
RAPSS Proposal: FP	

1. Please identify the individuals who will participate in the off-site / off-campus activity for this particular NSF project. If some of the individuals have not been identified yet, please describe them (e.g., “one or more graduate students to be named at a later date”):

2. Please identify (a) steps you will take on this particular NSF project to nurture an inclusive off-campus or off-site working environment (e.g., training); (b) processes to establish shared team definition of roles, responsibilities and cultures (e.g., codes of conduct); and (c) field support (e.g., mentor/mentee support mechanisms, regular check-ins, or developmental events:

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3. Please articulate how communications within the team and to the organization will be managed on this particular NSF project (NSF is especially concerned about minimizing singular points within the communications pathway, such as a single person overseeing access to a single satellite phone):

4. Please describe any special circumstances on this particular NSF project, such as involvement of multiple organizations or the presence of third parties in the working environment (the process of method for making incident reports, as well as how any reports received will be resolved, should also be accounted for):

Principal Investigator Signature:

Principal Investigator Name:

Date Signed: