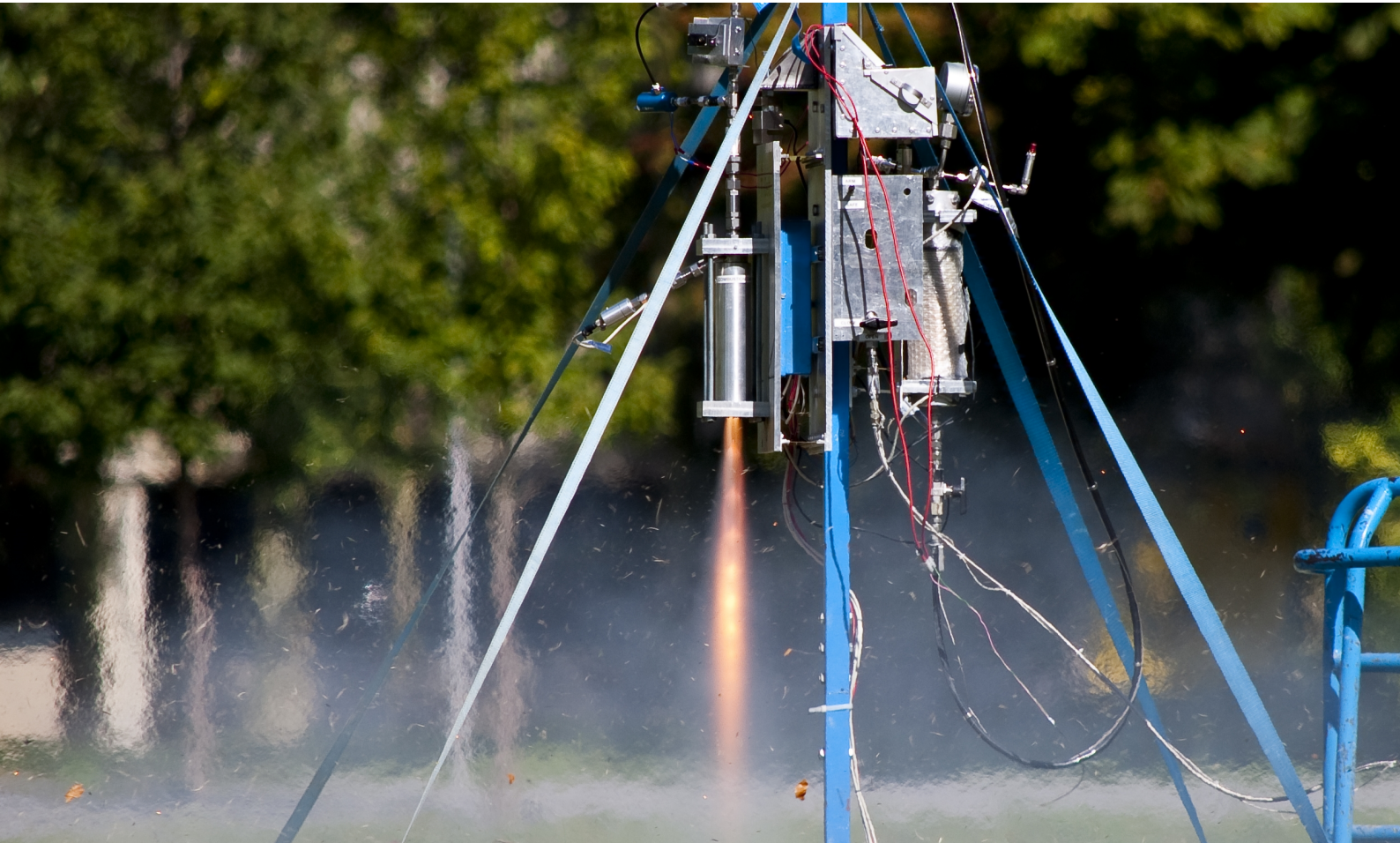


CODE OF CONDUCT

Delft Aerospace Rocket Engineering



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1 Introduction

This is the Code of Conduct of Delft Aerospace Rocket Engineering (DARE).

1.1 Purpose and Scope

The DARE Code of Conduct outlines our expectations regarding members' behavior towards their colleagues and the overall society. We expect all members to follow the CoC to pro-mote/enable/allow free expression and open communication. Members should avoid offending, participating in personal disputes and disrupting the workings of DARE. We also expect our members to foster a well-organized, respectful and collaborative environment.

This policy applies to all our members regardless of their role in the society. It is to be read, understood and accepted by every member when joining the society, and its principles apply until they exit the society.

1.2 Involved Parties

The Health Committee provides support for members, offering a non-judgemental listening ear and suggest resources and strategies for use by the member. The Health Committee maintains this Code of Conduct. Questions or concerns about the DARE Code of Conduct should be brought up to the Health Committee.

The Board refers in this document to the Executive Board of DARE who provides any required support to the Health Committee and if necessary, enacts the decisions taken by it.

The GMA is the General Members' Assembly of DARE. The Code of Conduct can be changed by the society via a GMA, and if updated, will apply with immediate effect.

Members refers to members of DARE, who have the responsibility to follow the Code of Conduct, and to keep an eye on their health and conduct as well as that of their colleagues. This particularly applies to team leaders, who should look out for their members of their teams and be a point of support before the Health Committee.

2 Values

This section outlines the elements of the Code of Conduct Policy that encompass the values of DARE.

2.1 Respect

DARE is a large student society where everyone is welcome. We embrace our diversity and we stand against discrimination and harassment of any kind, both between DARE members and towards external parties.

Members are expected to respect each other, both in a professional and personal environment. Discrimination based on disabilities, gender identity, sexual orientation, cultural/racial/ethnic backgrounds or any other protected characteristic is not tolerated and members are expected to avoid the use of potentially offensive or derogatory comments that can infringe on this. Members are expected to point out unethical or discriminatory behaviour and to cooperate with the Health Committee. We also expect members to treat complaints of misconduct with due respect and respect others' wishes for anonymity.

Members are expected to respect the physical properties of DARE and third parties, such as tools or equipment. Make sure to use them properly, keep them safe and return them in time. When working in the name of DARE, members are also expected to respect the intellectual property of third parties, to cite their work and to not use third-party resources without license/permission. Furthermore, members are expected to treat third parties, such as other rocketry teams, with respect.

2.2 Responsibility and Accountability

From tasks, to tools, to interactions with DARE members and external parties, we expect each DARE member to act responsibly. Responsibility means that we expect you to be able to answer for your own conduct and obligations. Overall, we expect members to be aware that our actions influence the others around us. If you see something that you think is not right, speak up and promote change.

DARE is a society where students come to learn. Mistakes have happened, will happen and are tolerated. This is part of the learning, but it is expected that members take responsibility and be accountable for their own mistakes. Teams are encouraged to assign accountability for tasks to the people performing them.

2.3 Professionalism

Members of DARE are expected to be professional in their operation in the society. This means that DARE members are expected to follow the relevant guidelines of the workspaces they are working in and conduct themselves in a courteous, conscientious, and generally workplace appropriate manner.

We furthermore expect DARE members to be professional when communicating with external parties and representing DARE. We expect respectful language, valuing the time and respecting boundaries of others, and keeping a presentable personal image. This also extends to the use of DARE imagery which shall not be used in an inappropriate manner. Finally, members are expected to not seek out partnerships with external parties solely for their own personal gain.

2.4 Collaboration

Collaboration and teamwork between members and teams in DARE is important and encouraged. In collaborating with others, we expect members to consider the outlined principles in subsection 2.1 and subsection 2.7 in order to ensure fair and kind teamwork. Furthermore, members are expected to facilitate collaboration with future members by sufficient documentation of their activities that is accessible for them.

The same principles apply to possible collaboration with other rocketry teams, university faculties or other partners. DARE members are also encouraged to investigate options for collaboration with external parties, should these provide positive benefits to, or otherwise further the society or rocketry in general.

2.5 Communication

Communication is of high importance in DARE due to our numerous members, multiple teams and wide range of personal backgrounds. We expect all members to consider the aspects outlined in subsection 2.1 in their communication with other members. Furthermore, members should strive to keep relevant parties up to date with decisions made in DARE, and facilitate efficient communication between different parties. We also expect members to consider each others' boundaries in communication channels, as well as response time. All the same principles apply to communication with parties external to DARE.

2.6 Health

The health of DARE members, physical and mental, is important. We expect DARE members to conduct their activities such that the risk of harm to themselves or others is minimised. If you or another are harmed by an activity in DARE, provide support and seek help. Do not pressure a member to engage in activities when they are not comfortable doing so. All members of DARE should seek to recognise, prevent and help alleviate mental harm to any member. We encourage members to speak up about mental health and draw healthy boundaries with respect to operations in DARE.

2.7 Safety

Safety is a point of high importance in DARE, and all members are responsible for helping ensure it. When members conduct their activities in DARE, including machining, casting, assembly and testing, we expect them to do their best to ensure that your operation is as safe as possible. Members are also expected to continuously promote safety in DARE. We expect members to respect the safety officers of the society and follow their decisions regarding operations and work in DARE.

2.8 Privacy

Privacy is the right of every member, and DARE is committed to other members, we expect you to apply the principles of lawful, fair and transparent data processing. If a member wishes to stay anonymous in a given case, respect this and not to try to identify the individual.

DARE data is stored on the DARE Nextcloud, to which only ordinary members have access. Sections of Nextcloud are only available to relevant members. DARE members are expected to treat this data, and the access to it, with diligence and fairness, and not distribute it carelessly. The DARE Server should similarly be handled with care by members, and malicious tempering with it is unacceptable.

2.9 Autonomy

DARE is a self-governing society, with decisions of society importance passed by the General Members Assembly (GMA). We expect members of DARE to partake, if able to, in the GMAs. Every member should vote according to their own conviction and not tamper with votes. We expect decisions and votes to be taken seriously, and to be valued as a pillar of our society's autonomy. Members should be aware of possible malicious or controlling influences and help keep DARE free from severe external influence or control.