



Guidelines for the Prevention of Sexual Violence during Fieldwork

These guidelines are intended to foster safe and inclusive environments at field sites, provide information on supports and resources available should someone experience sexual violence, and, ultimately, to reduce the incidence of sexual violence in fieldwork settings. Fieldwork refers to any off-campus work related to the completion of a degree program or that is part of a faculty member's research, and includes all departmental field schools. In general, fieldwork should be considered an extension of the work and academic environments that exist for activities on the university campus. The University of Toronto's *Policy on Sexual Violence and Sexual Harassment* defines sexual violence as any sexual act or act targeting a person's sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person's consent. It includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, and sexual exploitation, including harassment or violence through electronic means. For further definitions, see Appendix 1.

Successful fieldwork is critically important to the career paths and academic success of most students and faculty in fieldwork-based disciplines (McGuire et al 2012). However, a spate of recent studies has shown that sexual violence is common during fieldwork in all academic disciplines. Specific studies within anthropology show alarmingly high levels, with harassment and assault experienced disproportionately by trainees (students and post-docs) (Clancy et al 2014; Clark and Grant 2015; Kloss 2017; Meyers et al 2018; Muckle 2014; Nelson et al 2017). One of these studies (Clancy et al 2014) found that 64% of survey respondents had experienced sexual harassment at a field site, and that 22% had experienced sexual assault. Women were 3.5 times as likely as men to experience sexual harassment and 5.5 times as likely to experience sexual assault. Among those who experienced sexual assault at field sites, only 26% of women and 6% of men reported the incident. Furthermore, sexual violence is experienced at disproportionately high levels by members of equity-seeking groups, including LGBTQ+ and racialized individuals. Thus, this issue relates directly to equity within our discipline - a lack of significant efforts to address it will lead to continued barriers to career success for women, particularly those with intersecting identities; and in some cases can even lead individuals to leave academia (Hershcovis and Barling 2010; Chan et al 2008).

While the University of Toronto has a *Policy on Sexual Violence and Sexual Harassment* (hereafter referred to as the Policy), the present document is intended to provide additional guidelines to deal with the many varied and unpredictable situations that arise during fieldwork. Fieldwork is an integral part of the research of most students and faculty in Anthropology. Field sites can be located both within and outside of Canada, often in remote locations where communication with the outside world is difficult. Where teams are involved, researchers

(students, post-doctoral researchers, faculty and contracted assistants) live and/or work in close proximity to one another, and individuals at different levels of the university's power hierarchy interact in ways that are outside of the norm of on-campus interactions. Fieldwork teams can also include individuals not affiliated with the University of Toronto, making management of personnel more complex. Importantly, anthropological fieldwork can also occur as a solo venture, which raises related but often distinct issues around safety and sexual violence.

The guidelines presented below are subordinate to the University of Toronto's Policy, which continues to hold jurisdiction at field sites where its faculty, postdoctoral fellows, students, and staff conduct research. They are based on a series of discussions in the Department including four formal workshops, and on information from a variety of related policies and resources (see Appendix 2).

A) Prevention, Planning and Education:

1. Principal Investigators (PIs) will ensure that they have adequate funding, knowledge, equipment, and food to provide a safe and healthy environment for all team members participating in fieldwork. If shared accommodations are necessary, team members must be allowed to share with others they are comfortable with.
2. All students, post-docs, faculty and staff must complete the 'Sexual Violence Education and Prevention' online training module prior to fieldwork, accessed at: <https://www.svpscentre.utoronto.ca/instructions-on-how-to-access-the-online-sexual-violence-education-and-prevention-training-module/>
3. Before the field season begins, the PI will hold a meeting for all U of T team members. It will have two main purposes. First, it will give complete information regarding accommodation, level of privacy, food, field conditions, and other general expectations relating to living and working on the project. Second, it will include detailed discussion of safety issues that can potentially impact team members, and measures in place for their mitigation. This discussion will include explicit attention to sexual violence, outlining what it is, the fact that it will not be tolerated, and measures in place to provide support and allow disclosure and/or reporting should it occur. Team members will be invited to discuss any additional concerns privately with the PI, if they wish, prior to departure.
4. As part of the meeting in A3, the Field Research Safety Plan, including a separate one-page form relating to these sexual violence Guidelines, will be discussed and signed by all U of T participants before fieldwork commences.
5. At the start of the field season, a comprehensive orientation session will be held for *all* team members, including those not from the U of T. It will cover all of the subject matter in A3. Where the U of T PI has a local co-PI, or where the U of T researcher is in a subordinate role, they will formally discuss expectations and obligations relating to sexual violence with the local PI to ensure that they are aware of and support our policies and guidelines.

6. Specific attention will be given to the consumption of alcohol and other drugs in fieldwork situations – including parties and visits to drinking establishments outside of working hours. Alcohol, in particular, is often associated with sexual violence. The PI should explicitly address this issue during the orientation in A5, and work hard to ensure that team members do not feel pressured into consumption.

7. Team members in a position of authority, including PIs and Teaching Assistants, are strongly encouraged not to engage in sexual activity with students.

8. Solo researchers will submit a full itinerary, with contact information, to the Department of Anthropology before leaving for the field, and will register with the Safety Abroad office. They will register with the closest Canadian embassy or consulate to their field site (international students should register with the consulate of their country of origin). Where possible, they will establish a relationship with a local institution such as a university department, museum, or local municipal office, in order to regularly “check in”, and to seek support if needed. In the case of students, best practice will involve regular communication with supervisors by Zoom, phone, or email; both the student and supervisor are responsible for maintaining communication. Prior to fieldwork, researchers will familiarize themselves with norms relating to appropriate clothing and comportment in their fieldwork locations, and will make every effort to develop a working knowledge of the local language.

9. All individuals associated with the Department of Anthropology at the University of Toronto must attend a departmental workshop on these guidelines within the 12 months prior to their fieldwork.

B) Response and Support if Incidents Occur During Fieldwork:

1. A hard copy of the University of Toronto Policy on Sexual Violence and Sexual Harassment, clear information on reporting procedures, instructions for use of phone or other communication device, and 24-hour support phone numbers will be made available in an easily accessible location at the field site known to all team members. This will include numbers for the U of T Safety Abroad office (416-946-3929), the Community Safety Office (416-978-1485), the Sexual Violence Prevention and Support Centre (416-978-2266) and the Campus Police (24 hours, can be called collect: 416-978-2222).

2. All fieldwork personnel, regardless of location, will have dependable access to an emergency cell phone, satellite phone, or equivalent communication device. During the orientation session in A5, full training will be given, with step-by-step instructions stored with the phone. Where possible, important phone numbers will be programmed into the phone. The phone will be accessible to all team members without needing to go through a “gatekeeper” such as the PI.

3. On each field team, the PI will make it clear that they will not tolerate any form of sexual violence, and that they are available for confidential discussion. In addition, on each team a second individual (not the PI) will be designated as an alternate contact person that team members can turn to for confidential discussion and help.

4. If a team member's safety has been compromised and they wish to return home, the PI, in consultation with the Department of Anthropology, will determine next steps. In the case of a serious incident, travel arrangements will be made at no additional cost to them. Many projects already require the purchase of airline tickets with low-cost change fees, which lessens the impact of changed travel plans (for example in cases of injury or a family health crisis).

5. If an individual's safety has been compromised by another team member, the PI, in consultation with the Sexual Violence Centre and the University, will determine whether the respondent must leave the field site. In the case of a serious offense, they will be sent home at their own expense.

Appendix 1: Definitions

(From the University of Toronto Policy on Sexual Violence and Sexual Harassment)

Member(s) of the University Community: Includes students, faculty, librarians, post-doctoral fellows, and all employees of the University of Toronto. For clarity, faculty includes clinical, adjunct, status-only, retired, and visiting faculty. When used in reference to the University's training obligation with respect to this Policy, the term also includes contractors and members of the Governing Council of the University.

Complainant: A Member of the University Community who has Disclosed or Reported an Incident of Sexual Violence experienced by that individual.

Respondent: Someone against whom an allegation of Sexual Violence has been made.

Disclosure: The sharing of information by an individual with a Member of the University Community regarding an Incident of Sexual Violence experienced by that individual.

Reporting: The sharing of information by an individual with a designated Member of the University Community regarding an Incident of Sexual Violence experienced by that individual, with the intention of initiating one of the processes set out in this Policy, which could result in disciplinary action being taken against the Member of the University Community alleged to have committed Sexual Violence.

Incident of Sexual Violence: Includes any instance of Sexual Violence, including Sexual Harassment and all associated definitions provided herein.

Sexual Violence: Any sexual act or act targeting a person's sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person's consent, and includes Sexual Assault, Sexual Harassment, stalking, indecent exposure, voyeurism, and sexual exploitation.

Sexual Harassment: Includes but is not limited to engaging in a course of vexatious comments or conduct that is known or ought to be known to be unwelcome. For the purpose of this Policy, Sexual Harassment includes workplace sexual harassment. Sexual Harassment includes any sexual solicitation or advance made by a person in a position to confer, grant or deny a benefit or advancement to the person where the person making the solicitation or advance knows or ought reasonably to know that it is unwelcome. Sexual harassment also includes a reprisal or a threat of reprisal for the rejection of a sexual solicitation or advance, where the reprisal is made or threatened by a person in a position to confer, grant or deny a benefit or advancement to the person.

Sexual Assault: Any form of sexual contact without a person's consent, including the threat of sexual contact without consent. A Sexual Assault can range from unwanted sexual touching to forced sexual intercourse; and a Sexual Assault can involve situations where sexual activity is obtained by someone abusing a position of trust, power or authority.

Cyber Sexual Violence: Includes but is not limited to knowingly publishing, distributing, transmitting, selling, making available or advertising an intimate image of a person, knowing that the person depicted in the image did not give their consent to that conduct, or being reckless as to whether or not that person gave their consent to that conduct. An intimate image includes but is not limited to a visual recording of a person made by any means, including a photographic, digital or video recording, in which the person is nude and/or engaged in sexual activity. For the purpose of this Policy, Sexual Violence includes Cyber Sexual Violence.

Cyber Sexual Harassment: Includes but is not limited to Sexual Harassment conducted in whole or in part through electronic means, such as email, web postings, text messaging, and other forms of electronic behaviour. For the purpose of this Policy, Sexual Harassment includes Cyber Sexual Harassment.

Gender-based Harassment: Includes but is not limited to engaging in a course of vexatious comment or conduct related to a person's sex, gender, sexual orientation, gender identity or gender expression that is known or ought reasonably to be known to be unwelcome.

Consent: The voluntary agreement of an individual to engage in a sexual act. Consent is positive, active and ongoing, and can be revoked at any time. Consenting to one kind of sexual act does not mean that consent is given for another sexual act or kind of activity. Consent is NOT obtained where a person is incapable of consenting – for example due to intoxication, or where a person is induced to engage in the activity by someone abusing a position of trust, power or authority.

As per the *Criminal Code of Canada*, it is not a defence to an allegation of Sexual Violence that the Respondent believed that the Complainant consented to the activity that forms the subject matter of the complaint, where (a) the Respondent's belief arose from the Respondent's (i) self-induced intoxication; or (ii) recklessness or wilful blindness; or (b) the Respondent did not take reasonable steps, in the circumstances known to the accused at the time, to ascertain that the Complainant was consenting.

Appendix 2: Resources Consulted

American Anthropological Association. 2018. Policy on Sexual Harassment and Sexual Assault.

Society for American Archaeology. 2015. Background and Resource Guide for Addressing Harassment and Violence.

University of Guelph. 2018. Field Research Safety Plan: Sexual Violence.

University of Washington. 2018. Preventing Harassment in Fieldwork Situations.

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