

Restoration Workshop Conduct and Work Rules

The successful operation of the **sponsor name(s)** Riparian Restoration Workshop is built on the principles of fair and ethical conduct of everyone involved. All participants, instructors and contractors are required to exercise a regard for the highest standards of conduct and personal integrity. Further, they are expected to conduct themselves in accordance with the letter, spirit, and intent of all relevant laws and to refrain from any illegal conduct.

Field Equipment

When using equipment, you are expected to exercise care and follow all operating instructions, safety standards, and guidelines. Please notify an instructor if any equipment, machines, or tools appear to be damaged, defective, or in need of repair. Prompt reporting could prevent accidents and injuries.

Rules of Conduct

To provide the best possible learning and work environment, **sponsor name(s)** expect you to follow these rules of conduct. The following examples of infractions of rules of conduct while participating in the workshop may result in disciplinary action, up to and including being sent home from the workshop:

- Theft or inappropriate removal of workshop equipment or protected resources
- Working under the influence of alcohol or illegal drugs
- Owning, distributing, selling, transferring, or using illegal drugs
- Fighting or threatening violence
- Violating safety or health rules
- Sexual or other unlawful or unwelcome harassment
- Unauthorized absence from work sites, camp sites, or staging areas during the workshop

Drug and Alcohol Use

The workshop coordinators want to provide a drug-free, healthful, safe workplace. While participating in the workshop you may not use, possess, distribute, sell, or be under the influence of alcohol or illegal drugs. The legal use of prescribed drugs is permitted only if it does not impair your ability to perform the essential functions of your work in a manner that is effective and does not endanger other individuals in the workplace.

Sexual and Other Unlawful Harassment

sponsor name(s) are committed to providing a learning environment that is free from all forms of discrimination and conduct that can be considered harassing, coercive, or disruptive. Actions, words, jokes, or comments based on an individual's sex, race, color, national origin, age, religion, disability, or any other legally protected characteristics will not be tolerated.

Low-Impact Backcountry Ethics

Workshop participants, instructors, and contractors must follow Leave No Trace principles while on the river corridor. The correct Leave No Trace procedures will be explained on the first day of the workshop. To learn more about these ethics in advance of the workshop, visit the Leave No Trace website: www.LNT.org

Progressive Discipline *(Depending on severity of the problem, one or more of these steps may be bypassed.)*

For most disciplinary problems, three steps will typically be followed:

- **First offense:** Verbal warning

- **Second offense:** Temporary suspension
- **Third offense:** Participant will be sent home without completing the course

Workshop Participant Acknowledgement Form

*I have reviewed the **Restoration Workshop Conduct and Work Rules** and understand that it is my sole responsibility to read and comply with the policies and guidelines herein.*

Participant's name (printed): _____

Participant's signature: _____

Date: _____