

Expected Standards of Behaviour

Many programmes at the Royal Academy of Engineering (the Academy) deliberately foster an informal, collaborative atmosphere. All participants involved in the Leaders in Innovation Fellowships (LIF) programme, including innovators, staff, mentors and partners have the right and responsibility to engage in open dialogues within a framework of mutual respect. To ensure a successful, professional programme where no one feels uncomfortable, threatened, demeaned or excluded, we do not tolerate behaviours that fail to treat all persons fairly and respectfully.

These behavioural expectations are for all persons involved in the LIF programme and are applicable during in person and online activities. This should be read in conjunction with the [Academy's Anti-bullying and Harassment Policy](#) and [Equality, Diversity and Inclusion Policy](#). It also sets out procedures to take if inappropriate behaviour is raised, and how to do so.

1. Expectations

During the LIF programme, the following behaviours will not be tolerated:

- The use, possession or attempt to purchase illegal drugs;
- Illegally downloading or viewing objectionable internet material;
- Making statements about the attractiveness or personal characteristics of others;
- Making statements that draw attention to disability, skin colour, sexual orientation, gender, gender reassignment, ethnicity, nationality, age, religion, marital status, marriage and civil partnership, pregnancy and maternity or other characteristics in a way that could cause offence or exclusion;
- Engaging in inappropriate behaviour of harassment, bullying or discrimination;
- Sexual or physical harassment;
- Disrespecting other cultures;
- Showing violent, aggressive or threatening behaviour or language;
- Initiating uninvited physical contact.

This list is not exhaustive, and other behaviours may also lead to action if judged inappropriate or unprofessional.

Please note that the Academy will be particularly alert and responsive in case any of the following subtle but no less harmful behaviours are witnessed or raised:

- Participants questioning the relevance and credibility of a participant based on their gender, age, ethnicity, academic discipline or professional background;
- Participants refusing to listen to/take into account another participants' contribution to a group activity due to their gender, level of seniority, or lack of academic experience;
- Participants purposefully excluding a participant from taking part in a group activity or preventing them from voicing their opinion on the grounds that they are female, less senior or lack relevant academic training.

2. Reporting

If participants witness or experience behaviour that makes them uncomfortable or contravenes these standards of behaviour, they should report it to Gaelle Elisha, Senior Programme Manager, Leaders in Innovation Fellowships, or any member of Academy staff, who will act quickly to ensure an appropriate response. We strongly encourage reporting, even if no intervention is sought as it allows us to better ensure a safe and comfortable working environment for all.

Alternatively, complaints can be submitted in writing via email to info.lif@lif.raeng.org.uk or to the Academy's Risk and Compliance team at complaints@raeng.org.uk. All complaints will be acknowledged, investigated and resolved according to our [Complaints Procedure](#). Please be assured that these reports are encouraged and will be treated confidentially.

In the case of criminal behaviour, the Academy or the participant should report to the police on 999 for emergencies and 101 for non-emergencies.

3. Consequences

The Academy treats violations of these standards of behaviour with the utmost seriousness. There are a range of outcomes possible, including but not limited to:

- No action
- Exclusion from future activities, a
- Removal from the programme
- Removal from the LIF Community

Each report will be taken on a case-by-case basis.