



## Volunteer and Guest Researcher Code of Conduct

- Represent North Carolina Central University (NCCU) with professionalism, dignity and pride, and accept responsibility for conducting myself in a respectful, courteous and safe manner so as not to cause harm to myself and/or injury to others.
- Follow safe workplace practices, including participation in applicable educational sessions, including but not limited to, animal care and use, laboratory safety and protections of human subjects.
- Refrain from using profane, abusive, harassing and discriminatory language.
- Refrain from being under the influence of alcohol, tobacco or illegal substances while performing tasks.
- Abstain from all illegal activities.
- Refrain from soliciting gratuities, gifts or bequests for personal or professional benefit.
- Abstain from using photographic, audio or video recording equipment unless authorized.
- Complete assigned tasks as described on the Volunteer and Guest Research Assignment Application in a timely manner.
- Respect all confidential information. Volunteers and guest researchers are responsible for maintaining the confidentiality of all proprietary or privileged information to which they are exposed during their service to NCCU and after termination of their assignment.
- Respect and use all equipment appropriately and as required for my assignment.
- Abstain from the use of NCCU equipment/resources for personal use.
- Report any concerns to my supervisor.
- Recognize that I have a responsibility to adhere to the policies and procedures of NCCU. Failure to do so or failure to satisfactorily perform my volunteer or guest researcher assignment, as determined by NCCU, may be cause for dismissal.