



**The Combustion Institute**

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## **The Combustion Institute Code of Ethics**

The Board of Directors of The Combustion Institute adopted this Code of Ethics, 23 March 2017, to which it expects that the professional conduct of its members shall conform. Members of The Combustion Institute shall advance and uphold the integrity and dignity of the profession by being honest, impartial and avoiding conflicts of interest. To achieve these goals, members shall:

1. Issue statements only in an objective and truthful manner.
2. Conduct themselves in a fair, honorable and respectful manner.
3. Treat all colleagues and co-workers fairly and respectfully, recognizing their unique contributions and capabilities by fostering an environment of equity, diversity and inclusion.
4. Never tolerate harassment, including conduct that could be considered sexual harassment.
5. Accept responsibility for their actions, seek critical review of their work and offer objective criticism of the work of others.
6. Hold paramount the safety, health and welfare of the public in performance of their professional duties.
7. Formally advise their employers or clients (and consider further disclosure, if warranted) if they perceive that a consequence of their duties will adversely affect the present or future health or safety of their colleagues or the public.
8. Act in professional matters for each employer or client as faithful agents or trustees, avoiding conflicts of interest and never breaching confidentiality.

## **The Combustion Institute Diversity Statement**

The Combustion Institute is committed to creating an environment in the Institute and profession in which all members, regardless of characteristics such as gender, religion, age, physical condition, sexual orientation, nationality or ethnicity, are valued and respected.

### **The Combustion Institute Privacy/Copyright Statement**

The Combustion Institute is committed to protecting the privacy and copyrights of our members and meeting registrants. Taking videos and/or photographs of oral and poster presentations is prohibited unless permission has been granted by the presenter and any person or organization(s) that hold copyrights to the slide material. Meeting registrants are able to contact the CI office and request that their photos not be used on publicity or social media means of expression.

### **Sexual Harassment Policy While Attending Combustion Institute Meetings**

Sexual harassment of any member of The Combustion Institute (CI) while attending CI funded conferences and summer schools is a violation of The Combustion Institute Code of Ethics. Sexual harassment consists of sexual advances; requests for sexual favors and other physical or verbal conduct when the behavior is sexually oriented and the purpose or effect is to unreasonably interfere with an individual's conference performance, or creates an intimidating, hostile, or offensive conference environment.

### **Reporting An Incident Of Violation of the Code of Ethics**

The Combustion Institute encourages the reporting of all behavior prohibited by our Code of Ethics of the offender's identity or position. Any individual who has been a victim of, or has witnessed a violation of the Code of Ethics should immediately contact the Executive Administrator and the President of the Institute as soon as possible, preferably on the same or following business day. The Combustion Institute encourages the prompt reporting of complaints or concerns in order that rapid and constructive action can be taken.

Any reported allegations of violations will be investigated promptly by the Executive Administrator and the President of the Institute. The investigation may include individual interviews with the parties involved and, when necessary, with individuals who may have observed the alleged conduct, or may have relevant knowledge. The complaint and investigation will be handled with sensitivity and confidentiality, (to the extent practical and appropriate given the circumstances) with regard to privacy interests of all concerned. Retaliation against an individual reporting a violation or assisting in providing information relevant to a claim (even if the claim is determined to be unfounded) is a serious violation of this policy and will be treated with the same strict discipline as would the violation itself. Acts of retaliation should be reported immediately and will be promptly investigated.

### **Responsive Action**

Misconduct constituting a violation of the Code of Ethics will be dealt with appropriately. Responsive action may include banning an individual from future conference attendance, loss of membership and alerting local authorities for possible action. The Combustion Institute will maintain a written record of each complaint, its investigation and its resolution. Written records will be maintained in confidence to the extent practical and appropriate. The complainant and accused will be notified of the findings of the investigation. If a party to a complaint does not agree with its resolution, the party may file written comments with the Executive Administrator or with the President of the Institute.