



Protocols on Social Safety 2023-2024

**Discrimination, sexual harassment & misconduct, violence and
drug & substance (ab)use**

Foreword

Dear reader,

In front of you lie the Protocols on Social Safety written by the thirty-fifth board of Babylon for the academic year of 2023-2024, these Protocols represent our dedication to social safety within Babylon.

For the upcoming year, the thirty-fifth board aims to maximise social safety within Babylon. Therefore, the thirty-fifth board formulated Protocols where social safety will be protected. These Protocols have been carefully created through collaborative efforts by the thirty-fifth board.

Moreover, the Protocols serve as a framework guiding the interactions within Babylon, fostering an environment of inclusivity and continuous improvement.

Furthermore, the thirty-fifth board encourages successive boards of Babylon to embrace the Protocols as an essential tool towards the making of a safe space for each and every Babylon member.

The thirty-fifth board would like to thank the Protocol Committee for their effort, knowledge and support that assisted them in writing these Protocols.

Zoë Spoorenberg	-	Chair
Tom Hetterscheid	-	Secretary
Pascal Jansen	-	Treasurer
Marit Brummel	-	Commissioner of Internal Affairs
Lize Waeijen	-	Commissioner of External Affairs
Pien van der Heijden	-	Commissioner of Activities

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1. General principles

1.1 Social safety

Radboud University defines social safety as “a safe environment in which cooperation, equality, openness and consideration for each other are important”. Babylon believes in this definition of social safety and therefore the thirty-fifth board adopts this definition. Babylon defines a safe environment as free from harm or hurt, emotionally or physically.

1.2 Mission and vision

Babylon is dedicated to fostering a secure and inclusive environment for all Communication and Information Science students at Radboud University in Nijmegen. Our mission is to prioritise the well-being of our diverse student community, by prioritising social safety. In alignment with its commitment to internationalisation, Babylon aims to create a welcoming space for all, recognising and embracing the cultural diversity within our association.

Babylon envisions a study association where every member feels valued, respected, and secure. Our vision for social safety includes providing a platform for open dialogue, understanding, and collaboration. We strive to create an atmosphere that actively promotes diversity and inclusion in our international member population. By drafting these Protocols on Social Safety, the thirty-fifth board aims to raise awareness about the significance of social safety, ensuring that Babylon continues to be a place where students can thrive.

1.3 Involved parties

1.3.1 Members

General members are expected to follow the principles outlined in the Protocols on Social Safety. However, members are expected not to take matters into their own hands. It is crucial that, if a member observes a violation of social safety, they approach a board member, who will strive to resolve the issue as effectively as possible.

1.3.2 Board members

Board members have a responsibility and leadership role in not only following the Protocols on Social Safety but also maintaining them, by:

- Implementing policies that promote social safety,
- Communicating transparently to all members about social safety measures (e.g., promoting the Confidential Contact Persons on social media channels),
- Providing access to training and information sessions by organizations like SLIM,
- Responding to incidents appropriately as outlined in the Incident Response Frameworks (Chapters 6 & 7),
- Periodically evaluating, and if needed adjusting, the Protocols as outlined in the Implementation and Evaluation Plan (Chapter 8).

Furthermore, board members are expected to recognise and understand the unique position of privilege and authority they hold, as well as the power dynamics to which these lead. They set the tone for an association's culture and are able to create open dialogue and a safe environment.

Additionally, board members are responsible for addressing members who take matters into their own hands, acknowledging that they understand why members may be inclined to do so, but explaining that the board will handle the situation.

1.3.3 Confidential Contact Persons

Within Babylon, Confidential Contact Persons are individuals designated within the association to serve as listening ears for members seeking support and guidance related to social safety concerns. Confidential Contact Persons are expected to process information with strict confidentiality and without judgement. If necessary, Confidential Contact Persons may direct members to support services from the university.

Confidential Contact Persons must not disclose confidential matters with the board. They may, however, consult board members on ways they can improve Babylon's policy on social safety. Board members are responsible for providing access to training for Confidential Contact Persons and making sure the contact details of Confidential Contact Persons are communicated clearly to members. Two or more Confidential Contact Persons are chosen and approached in person by the board each year. Preferably, Confidential Contact Persons are not board members, as the responsibilities of board members and Confidential Contact Persons are conflicting. Also, it is *desirable* if:

- There is diversity of gender among Confidential Contact Persons,
- There is an international Confidential Contact Person,
- Confidential Contact Persons hold the function for multiple years.

The Confidential Contact Persons for the academic year 2023-2024 are:

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1.3.4 Protocols

Upon being voted in by a majority of 50% of votes at the Semi-Annual General Member Meeting on 19 February 2024, the thirty-fifth board of Babylon affirms its dedication to uphold the principles outlined in this document. This commitment extends to all future boards, who are expected to similarly follow the Protocols on Social Safety. The following protocols were drafted by the thirty-fifth board in collaboration with the Protocol Committee, which gave valuable feedback and insights.

2. Thematic Subprotocol: Discrimination

2.1 Definition

Article 1 of the Dutch Constitution states that everyone in the Netherlands must be treated equally in equal cases. Discrimination because of religion, philosophy of life, political affiliation, race, gender, disability, sexual orientation or on any other ground is not allowed. The thirty-fifth board endorses this definition and therefore adopts this definition of discrimination.

2.2 Policy Statement

The thirty-fifth board of Babylon is committed to fostering an inclusive and respectful environment for all members. Discrimination, in any form – be it verbal harassment, exclusion, stereotyping, microaggressions, lack of accessibility or bullying - has no place within our study association.

Babylon has a zero-tolerance policy towards discrimination. Any form of unwelcome behaviour will be taken seriously, and appropriate actions will be taken to address and prevent its recurrence.

2.3 Prevention

Preventing discrimination within Babylon requires proactive measures. The board is responsible for communicating clearly to members where they can access the Protocols on Social Safety and that they can rely upon them. Furthermore, the board is responsible for promoting the values of inclusivity and encouraging a culture where members are comfortable expressing their identities. The emphasis here is on adapting an approach of educating, not shaming. The board can do this by explaining why someone's behaviour is an unfair treatment towards someone else. Believes fostering such a culture, will lead to fewer instances of discrimination.

3. Thematic Subprotocol: Sexual Harassment and Misconduct

3.1 Definition

The thirty-fifth board defines sexual harassment as unwelcome, inappropriate, or offensive behaviour of a sexual nature that creates a hostile or intimidating environment. Furthermore, sexual misconduct is a broader range of inappropriate behaviour of sexual nature that violates personal boundaries. These actions may not necessarily be considered severe enough to meet the legal definition of sexual harassment but are still rejected within Babylon.

3.2 Policy Statement

The thirty-fifth board of Babylon is committed to fostering an environment that is safe, respectful, and free from all forms of harassment. Sexual harassment or misconduct, in any form – be it verbal harassment, non-consensual touch, unwanted sexual attention, assault, and rape - have no place within our study association.

Babylon has a zero-tolerance policy towards sexual harassment and misconduct. Any form of unwelcome behaviour will be taken seriously, and appropriate actions will be taken to address and prevent its recurrence.

3.3 Prevention

Preventing sexual harassment and misconduct within Babylon requires proactive measures. The board is responsible for communicating clearly to members where they can access the Protocols on Social Safety and that they can rely upon them. Furthermore, the board is responsible for promoting the values of respect and encouraging a culture where members feel comfortable and protected. Therefore, the thirty-fifth board started with the No Taboo Lunches this year. These Lunches aim to be a safe environment where members can have an open conversation. The thirty-fifth board believes fostering such a culture, will lead to less instances of sexual harassment and misconduct.

4 Thematic Subprotocol: Violence

4.1 Definition

The thirty-fifth board defines violence within Babylon as behaviour that involves physical harm and the threat thereof, or creating a hostile and intimidating environment.

4.2 Policy Statement

The thirty-fifth board of Babylon is committed to fostering an environment that is secure, respectful, and free from all forms of violence. Violence, in any form – be it assault, or physical harm, or threats of violence - has no place within our study association.

Babylon upholds a zero-tolerance policy towards violence. Any instance of violent behaviour will be treated seriously, and appropriate measures will be taken to address the issue promptly and prevent its recurrence.

4.3 Prevention

Preventing violence within Babylon requires proactive measures. The board is responsible for communicating clearly to members where they can access the Protocols on Social Safety and that they can rely upon them. Furthermore, the board is responsible for promoting the values of respect and encouraging a culture where members feel comfortable and protected. The thirty-fifth board believes fostering such a culture will lead to less instances of violence.

5. Thematic Subprotocol: Drug and Substance (Ab)use

5.1 Definition

The consumption of alcohol is permitted within Babylon. However a distinction must be made between alcohol use and abuse. The thirty-fifth board defines alcohol use as a controlled consumption of alcohol, and defines abuse as an excessive consumption of alcohol in a way that is harmful to oneself, another or both.

Soft and hard drugs are defined in the Opium Act as List 1 (Hard Drugs) and List 2 (Soft Drugs). Tobacco and alcohol are not on these lists. The Dutch government does not classify tobacco and alcohol as drugs, and thus, Babylon does neither.

Babylon has a no-drug policy, which does not allow the use of any drug. Therefore, within Babylon, use of any drug that is not prescribed by a doctor is considered drug use. By extension, all drug use within Babylon is considered drug abuse.

5.2 Policy statement

The thirty-fifth board of Babylon is committed to fostering an environment that is safe, secure, and free from all forms of drugs and substance (ab)use. Drugs and substance (ab)use, in any form have no place within our study association.

Babylon upholds a zero-tolerance policy towards drug use and abuse. Any instance where drugs, are used will be treated seriously, and appropriate measures will be taken to address the issue promptly and prevent its recurrence.

Babylon upholds a zero-tolerance policy towards alcohol abuse. Any instance where alcohol is abused will be treated seriously, and appropriate measures will be taken to make sure everyone is safe and prevent its recurrence.

5.3 Prevention

Preventing drug and substance (ab)use within Babylon requires proactive measures. The board is responsible for communicating clearly to members where they can access the

Protocols on Social Safety and that they can rely upon them. Furthermore, the board is responsible for promoting the no-drug policy, promoting how to drink alcohol safe, and tries to limit the promotion of alcohol. The board will promote the no-drug policy more frequently with activities that are open for non-members. Furthermore, the thirty-fifth created the Babybreak which is a casual non-alcohol related activity since the board felt that alcohol has a role in most informal activities. The board believes fostering such a culture, will lead to less instances of drug and substance (ab)use.

6. Incident Response Framework: Real-Time Resolution Procedures

In the pursuit of enhancing social safety, Babylon recognizes the need for immediate responsiveness during activities. The following chapter outlines the strategic procedures designed for individuals to report and address incidents swiftly.

The organisation distinguishes between verbal and non-verbal 'violations of social safety'. The thirty-fifth board defines verbal violations as "instances where individuals use harmful spoken language that is inappropriate, offensive or threatening on the basis of race, gender, sexual orientation, disability, religion or socioeconomic status." Furthermore, under non verbal violations, the thirty-fifth board counts sexual assault and harassment, violence, and substance and drug ab(use) as defined in the respective Thematic Subprotocols.

Within the verbal and non-verbal distinctions, these Protocols differentiate between reports that were directly observed by board members and those that are indirectly observed (i.e., reported by a member to a board member).

6.1 Verbal violations – directly observed

In the case of a verbal violation, such as an inappropriate remark, when directly observed by a board member, it is the responsibility of that board member to address the member involved. They should communicate that such behaviour has no place within Babylon, swiftly steer the conversation away from the inappropriate remark, and ensure that the interaction does not dwell on the incident. The emphasis here is on adopting an approach of educating, not shaming. This means prioritising awareness and being constructive rather than punishing.

6.2 Verbal violations – indirectly noted

In the case of verbal violations, such as an inappropriate comment, when not directly observed by the board but reported by a member to a board member during an activity, the board member is required to seek the reporting member's consent before privately addressing the individual responsible for the violation. The board member may ask the reporting member if it is fine for them to speak with potential witnesses to gain a better

understanding of the situation. The board member emphasises to the reporting member that their complaint is taken seriously and commends them for coming forward. Additionally, the board member may ask if the reporting member is comfortable with the information being shared with the rest of the board.

In situations where specific inappropriate comments are repeatedly directed towards an individual (by one or more members), a Confidential Contact Person may reach out to the victim to discuss the matter. The purpose is to explore how to prevent such incidents from occurring again and to provide support, recognising that individuals might find it challenging to seek help on their own.

6.3 Verbal violations – online

Seeing as Babylon aims to have an open climate in some of its group chats, verbal violations could arise here as well. The following counts solely for official group chats created by board members of Babylon for the purpose of sharing information, collaboration, and discussion that is Babylon-related, such as the Active Members chat, committee chats, etc.

In the event of a verbal violation, such as an inappropriate comment, occurring in a group chat of Babylon, a board member is expected to send a private message to the individual responsible, requesting the removal of the message. Additionally, the board member may suggest (but not order) that the member apologises in the group chat. If the member refuses to delete the inappropriate message, the board will issue an official warning to the member. This warning explicitly states that a repetition of the violations will result in the temporary suspension or complete removal of the member from the relevant group chat.

6.4 Non-verbal violations – Sexual assault/misconduct and violence

In the case of instances of sexual assault/misconduct and/or violence, when a board member observes such behaviour, the board member approaches the victim, expressing concern and asking about how they can assist. The focus lies on victim support and thus, the well-being of the victim is the most important.

Simultaneously, the board member can decide to discreetly inform the staff of the venue of the activity about the identity of the individual responsible for the incident. The board

member can request the staff to monitor the situation closely and, if necessary, take appropriate measures such as removing the individual from the premises.

In the case of instances of sexual assault/misconduct and/or violence that have not been directly witnessed by the board but have been reported by a member on-site, the board establishes contact with the victim and asks about their well-being. It is crucial to allow the victim to decide on the course of action. During this communication, the board should explicitly mention that the victim can always seek support from the Confidential Contact Persons (Confidential Contact Persons), and that reporting can also be done after the fact (anonymously) through the website, will be discussed in Chapter 7.

Victims of sexual assault/misconduct and/or violence often may be in denial or shock about what has occurred. Therefore, the victim may not always find it desirable that immediate action is taken. The following day, a board member can send a standardised message to the victim outlining available options, including the involvement of the Confidential Contact Persons and other relevant support services. This approach ensures that the victim is aware of the resources available to them.

In the case that the individual responsible for the incident is a member of Babylon, the board commits to taking subsequent actions after the fact, if the victim consents.

In the case of severe incidents during a "standard activity," such as a Borrel, the board may decide to remove members from the activity. However, when it comes to longer and "isolated" activity, such as the Ski Trip, Weekend, or Study Trip, this becomes challenging. Depending on the severity of the situation, the board may intervene by separating members (for instance, placing them in different rooms or adjusting group arrangements during activities) to minimise contact or, if deemed necessary, sending them home at the member's own expense.

6.5 Substance abuse: alcohol

Furthermore, these Protocols also address the topic of substance (ab)use within Babylon. Starting with alcohol, excessive consumption by a member may lead to undesirable behaviour where they can negatively impact the atmosphere at an activity or pose a potential danger to another or themselves. In such cases, the board is responsible for urging the member to safely bring them home or leaving it to another member who is familiar and trusted by the board to assist the intoxicated member.

6.6 Substance (ab)use: drugs

In the case of drug use, Babylon upholds a general anti-drug policy. There are varying degrees of severity when it comes to drug use, and given that alcohol, tobacco, and even caffeine technically falls under this category, there is a significant grey area. Therefore, it is crucial to define this clearly. Babylon distinguishes between cannabis products (anything derived from the cannabis plant, such as marijuana or hash) and all other drugs that are stated in the Opium Act and not prescribed by the doctor. (such as XTC, MDMA, cocaine, and all other heavy substances), classifying them as Group 1 and Group 2, respectively.

The board maintains a strict policy regarding drug use during events. For Group 1 (cannabis products), initial use results in an official warning, while repeated use leads to removal at the member's own expense. For Group 2 (more potent drugs), immediate removal at the member's own expense is enforced without warning.

During longer activities such as the Orientation Week, Ski Trip, Weekend, Study Trip, and events where externals are welcome, such as the Prom or the Festival etc., extra emphasis is placed on adequately promoting the anti-drug policy beforehand to prevent any misunderstandings. The board should proactively emphasise the anti-drug policy during these activities by explicitly stating this in the activity's group chat. The Secretary requires participants to agree to the terms of the anti-drug policy in the contact form during registration for such activities.

6.7 Victim support

Upon resolving an incident, Babylon is committed to providing support for affected individuals. After several weeks, a Confidential Contact Person will reach out to the reporter to:

- Ask how they are doing and if they have a relevant follow-up on the situation,
- Communicate the disciplinary measures that were taken by the Confidential Contact Persons,
- If applicable, share preventive measures Babylon is taking to prevent future incidents,
- Provide an opportunity for the reporting party to give feedback on how the situation was handled,
- Acknowledge the courage of the reporting party and express Babylon's commitment to social safety.

7. Incident Response Framework: Post-Incident Resolution Procedures

7.1 Reporting procedure

Reports of discrimination can be accessed via Babylon's website. Here (on [hyperlink will be added after creation of the webpage]) a form can be submitted where members can anonymously report violations of Babylon's Protocols on Social Safety. The reporter is free to fill in only the information they would like to share; nothing will be mandatory to fill in. The Confidential Contact Persons will treat this information with the utmost confidentiality and thus will not share it with the board. In this form the following information will be asked:

- Name of the reporter
- Nature of the incident (e.g., discrimination, violence, etc.),
- The option to choose to which CCP it will be send,
- Date, time, and location of the incident,
- Names/descriptions of the individuals involved (if known),
- Any further information the reporter would like to share.

The form is automatically sent to the official Confidential Contact Persons e-mail address: ccp@babylonnijmegen.nl. Or if you chose a specific Confidential Contact Person it will be automatically sent to their own e-mail address.

7.2 Investigation and Sanctions

Within three working days of receiving the form, the Confidential Contact Persons are to reach out to the reporter if the report is not anonymous and suggest to plan a one-on-one conversation to discuss the matter and write a brief initial assessment. Subsequently, the Confidential Contact Persons will discuss the matter amongst themselves and decide on an appropriate course of action. They may facilitate mediation sessions between parties involved to foster understanding and resolution of the conflict; or require the individual responsible for the incident to issue a formal apology. Furthermore, the Confidential Contact Persons may refer the reporter to external resources, either on-campus or through external parties. If the report is filled in anonymously, the Confidential Contact Persons will keep the report in mind and may increase caution if they obtain more reports about the same person/situation.

Confidential Contact Persons may, if the reporter consents to it, also step to the

Commissioner of Internal Affairs to discuss the incident (with names anonymised) who, in turn, may decide to discuss the matter with their board. If the board finds it necessary to take disciplinary measures, she may decide, depending on the gravity of the incident, to:

- Remove individuals from certain positions and/or responsibilities within Babylon (i.e., their roles in committees),
- Temporarily suspend individuals from attending Babylon activities,
- Suspend an individuals' Babylon membership.
- Have a conversation with the offender if the reporter consents to it.
- Have a conversation with the offender and the reporter if the reporter consents to it.

If the incident requires the intervention of the board, several weeks later the Confidential Contact Persons and the board will schedule a meeting to discuss what could be done to prevent such incidents in the future.

In the case that the submitted report concerns a board member, the Confidential Contact Persons may step to the Advisory Board to discuss steps that could be undertaken.

7.3 Victim support

Upon resolving an incident, Babylon is committed to providing support for affected individuals. After several weeks, a Confidential Contact Person will reach out the reporter to:

- Ask how they are doing and if they have a relevant follow-up on the situation, Communicate the disciplinary measures that were taken by the Confidential Contact Persons,
- If applicable, share preventive measures Babylon is taking to prevent future incidents,
- Provide an opportunity for the reporting party to give feedback on how the situation was handled,
- Acknowledge the courage of the reporting party and express Babylon's commitment to social safety.

8. Implementation- and Evaluation Plan

8.1 Implementation

Upon being voted in by a majority of 50% of votes during the Semi-Annual General Member Meeting of 19 February 2024, the Secretary of the thirty-fifth board will create the e-mail address for the Confidential Contact Persons and update the site by adding the aforementioned form. They will then promote this on Babylon's social media channels to inform members. Furthermore, the thirty-fifth board will update the sign-up page to become a member on the website. When someone wants to become a member they have to agree on the Protocols on Social Safety. It is the task of all successive Secretaries to keep members of Babylon aware of the way in which they can confidentially report incidents and rely on the Protocols on Social Safety.

8.2 Monitoring and Evaluation

Monitoring and evaluating the effectiveness of the Protocols at hand is crucial for ensuring that the established guidelines are impactful and responsive to the evolving needs of Babylon. Therefore, they need to be periodically monitored and evaluated.

Every year, the new board will sign the Protocols on Social Safety, update the contact information of the Confidential Contact Persons, and make adjustments to the document if it sees fit. These adjustments may be justified by including questions relating to social safety and the Protocols in the (Semi-)Annual Survey. Any significant changes made to the Protocols need to be voted in during a General Member Meeting with a 50% majority of votes.

Furthermore, at the end of each academic year, the Confidential Contact Persons, Commissioner of Internal Affairs, and the prospective Commissioner of Internal Affairs should meet to discuss the Protocols on Social Safety, its effectiveness, social safety within Babylon in general, and other ways in which the board can use its policy to improve social safety.

9. Closing

In these Protocols, definitions, policy statements, prevention, and Real-Time Resolution Procedures are given per Thematic Subprotocol. Furthermore, Post-Incident Procedures and an Implementation and Evaluation Plan are described in detail. The thirty-fifth board of Babylon hopes that all readers have a clear overview of what is done to prevent violations of social safety and how these violations are dealt with.

In closing, let us remember that these Protocols on Social Safety are a framework to maximise a safe and overall inclusive environment. This framework contains the values Babylon holds and the standards that are aspired to uphold.

The thirty-fifth board of Babylon will do everything to foster a culture of respect, a safe environment and continuous improvement of social safety within Babylon.