RED
Code of Ethics

The 2013 Red Team shall uphold the following principles:

Respect: Team members shall treat each other with respect in all situations

1. During team meetings, team members will respect the person currently speaking by refraining from interruptions and having side conversations that detract from the main discussion at hand. Team members will instead raise their hands if they feel that they have something worthwhile to contribute.

2. Team members should value every other team member's time as much as they value their own, so everyone should attend meetings promptly (within MIT time specifications).

3. Team members will be conscious of when jokes or banter go too far and exercise constraint where appropriate.

Honesty: The team will maintain an honest working environment

1. Team members will be transparent with project partners about issues as they arise and treat project partners in a respectful and ethical manner.

2. Team members will reach out to other team members for help as necessary (personal limitations on ability, to meet a deadline, to promote a fair distribution of work) and as early as possible, and they will assess the situation before making promises to deliver.

Efficiency and Coordination: The team will work in the most efficient manner possible, valuing the time of all contributors and team members, while upholding all other canons.

1. Assigned tasks must be completed by the specified due date, either by the assigned or by another member of the team sought out by the assigned to help, in order to keep the team on schedule.

2. Tasks should be assigned so that both those with applicable skills and those who seek to build their knowledge of said application can work together with mutual benefit, personnel and time permitting.

3. For significant team decisions, we will first discuss the issue, and then move to a team-wide vote.

4. Task force subgroups will elect leads to form an "executive board" that will convey the opinions of the subgroup, make decisions on behalf of the subgroup, and relay communications back.

5. Tasks and deadlines will be logged on the team website.

Communication: Team members shall communicate with one another clearly, truthfully, and frequently to ensure that diverse ideas are heard and informed decisions can be made.

1. In large meetings and discussions, the team will designate a moderator to direct conversation and reinforce the order of speakers.

2. Team members will support the full participation of all of their peers in group discussions, and team members are encouraged to advocate for themselves and for their ideas in a respectful manner.

3. During critiques, team members should focus on the idea, not the person proposing the idea so that all team members can trust that their input is received constructively.

4. All communications with individuals outside the team (project partners, participants in user studies) shall be documented (photographs, video/audio recording) and archived with the consent of the individual.

Safety: Team members shall behave and work to ensure their and their peers safety.

1. Team members shall wear safety glasses and closed-toed shoes whilst working in the lab, whether or not they are using machinery.

2. Tools shall be always returned the tool chest after use.

3. Team members shall reach out to peers if they feel that other obligations or personal well-being (school-work, jobs, lack of sleep) compromise their ability to deliver on a task safely and ethically. Likewise, team members should be conscious of the workloads of their peers and reciprocate this behavior where necessary.

Budget: The money made available through the course budget will be used in strict accordance to the rules as stated in the course's code of ethics for purchases.

1. All services and products acquired should be paid for appropriately and used only for the purposes of the project.

2. Purchases may only be returned unused and in good faith.

Development: All team members shall strive for an incredible "2.009 Experience", challenging themselves to develop new skills and capabilities.

1. Every team member will support and encourage the growth and development of every other team member to the best of their ability.

2. We will help develop each other skills that are not only technical, but also those pertaining to self-advocacy and self-leadership.