



**Secondary
CITIES**

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Ethics Guidelines for Secondary Cities Initiative

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Overview of Ethics

- Participation: community and stakeholders
 - Participatory mapping
- Ethics during life cycle of project
- Data: Collection, verification and validation
 - Instruments: Surveys, equipment
 - Sensitive data
- Field ethics
 - Safety
 - Consent
 - Representation

Ethics:

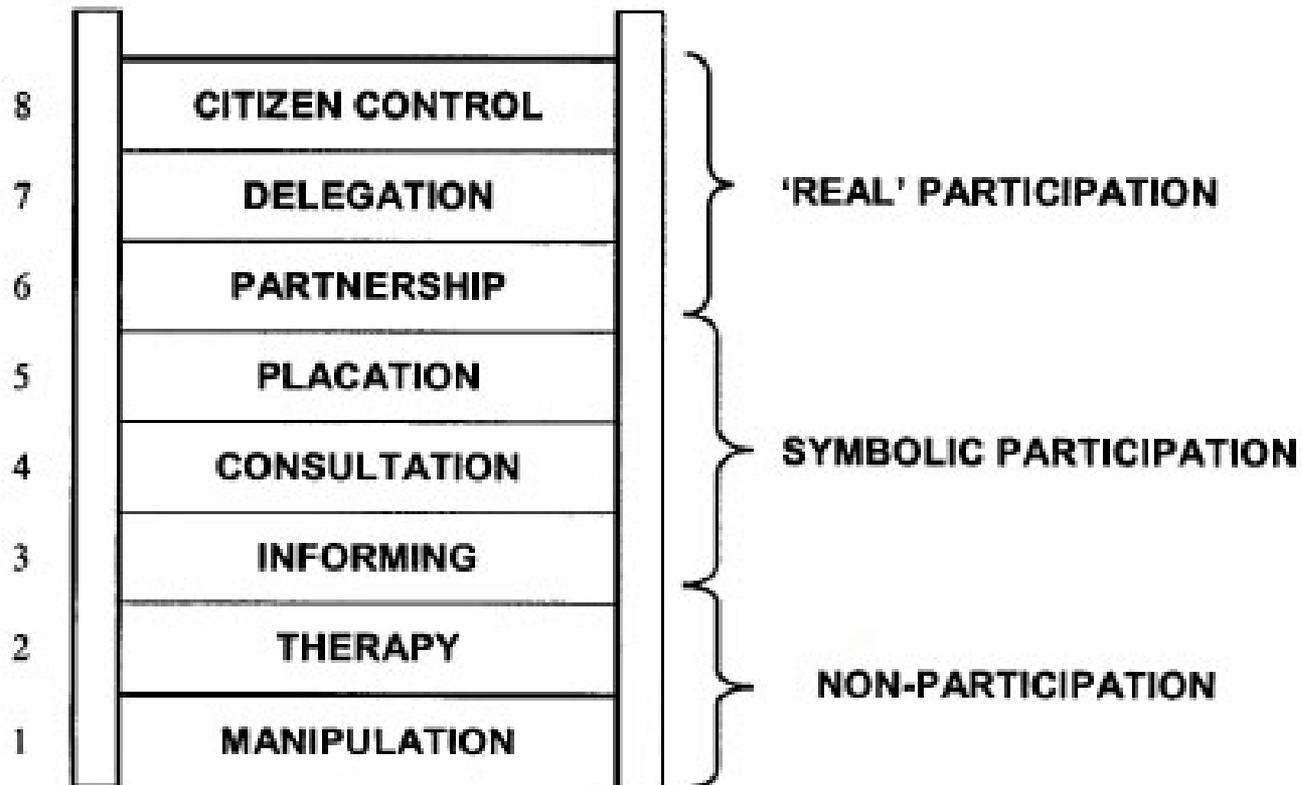
Norms for conduct regarding acceptable and unacceptable behaviours

Ethical principle for 2C projects:

Support the spread of “good practice” in generating, managing, analyzing and communicating spatial information

What is participation?

The act of taking part and sharing in something.



(Source: Arnstein, 1969:217)

What is a community?

- Communities are composed of individuals who share similarities and differences.
- Discuss with the community that you will be collecting data.
- Raise awareness by meeting with **community groups and organizations.**



Who are stakeholders?

- *Organizations and people who*
 - Can make decisions
 - Are impacted by the project or activity
 - Can influence a project or activity
- *Why involve stakeholders?*
 - Opportunities to contribute
 - To respond to needs and expectations
 - **Raise awareness with community**



What is participatory mapping?

- **Community-based mapping**
- Evolving approach
- Combine tools of cartography, participatory methods, and geospatial analysis
- For **community empowerment** and **engagement**
- Take **action** to resolve problems



Who makes the map?

Ethical duties of participatory mapping

- use **specialized training** for the benefit of the public
- are responsible for **protecting** the welfare of those with whom they work
- work with community members under the assumption of **trust**



Source:

<http://www.aaanet.org/stmts/ethstmnt.htm>

Ethical duties of project facilitators

- **Explain** their role, their employer and who funds the project;
- Explain and **clarify** the purpose of the mapping process;
- Clarify **how the project will take place** and determine **how decisions will be made**;
- Help the community determine how any information generated from the process will be used and managed.

Source: University of Hawaii,
Program on Conflict Resolution
Training Files, undated.

Ethical duties of project facilitators

- Ensure the widest **representation/participation** possible;
- Work with **integrity** and be **reliable, honest** and **trustworthy**;
- **Serve the community**, putting its needs and desires first.



Responsibilities early in the project

Questions to ask:

- Why is this project needed?
- Who will be included in the process and who will be in control?
- How can the quality of participation be increased?



Responsibilities during the project

- Help the community reach **consensus on goals** and develop strategies towards achieving them.
- Be **transparent and realistic** about the process and outcomes.
- Enable **participation** and **representation** of stakeholder groups.
- Give **ownership** of the process and its outcomes to the **community**.

Data collection 1: Planning

- *In the field*
 - Safety first
 - Know your surroundings
 - Inform the community
 - Be aware
 - Work in teams
 - Regular check in

Data collection 2: Field equipment

- Prepare instruments for field collection
 - Batteries
 - Settings
 - Security

Data collection 3: Field instruments

- Prepare instruments for field collection
 - Survey preparation
 - Institutional Review Process (IRB)
 - Informed consent
 - **Disclosure:** making information publicly known
 - **Permission:** approval to do something
 - **Anonymity** of participants in surveys

Valuing:

Diversity

Awareness of social and cultural differences

Transparency

Accountability through openness

Flexibility

Adaptive to changing conditions

Responsibilities after the process

- **Give ownership of the outcomes to the community**
- How will **access** to, use and **distribution** of the products be controlled?
- How will spatial information be **maintained/updated**?
- Will project facilitators be **available for consultation** after the project is completed?
- Will sufficient training be given to community members to ensure **continuity and sustainability**?

Implementation: Checklist

- _____ Statement on purpose of project
- _____ Explanation of type of maps/data to be produced
- _____ Description of methods used to collect data and produce maps
 - Field equipment; Field instruments
- _____ Statement on expected time frame for project
- _____ Explanation of rights (e.g. voluntary participation, confidentiality, etc.)
- _____ Explanation about custodianship of outputs of project
- _____ **Description of any reasonably foreseeable risks**
 - Discussion of sensitive data requirements
- _____ Explanation of whom to contact for answers to pertinent questions about the project
- _____ Statement of agreement to participate in the project