



## **Ethics Code and Code of Conduct for the European Graduate School**

As European Graduate School (“the EGS”), we are committed to fostering an academic community that upholds the highest standards of integrity, respect, and ethical conduct. This Ethics Code and Code of Conduct serves as a guiding framework for all members of our institution, including faculty, staff, students, administrators, and visitors to promote a culture of excellence, responsibility, and accountability in all aspects of EGS life. All members of the EGS community take personal responsibility for their own actions and conduct and will adhere to EGS policies and procedures.

### *1. Academic Integrity and Honesty*

- a. Plagiarism and academic dishonesty are strictly prohibited. All members of the EGS must accurately acknowledge the work and ideas of others, citing sources appropriately in their academic and research endeavors.
- b. Cheating and any form of fraudulent behavior in examinations, assignments, or other academic activities are unacceptable and will be subject to disciplinary actions.
- c. The Academic Integrity Policy further outlines scope, function, expectations, and consequences.

### *2. Respect and Civility*

- a. We value the free exchange of ideas and encourage conversations that inspire critical thought and the development of new ideas.
- b. Discussions and debates must be conducted in a civil and respectful manner, fostering an atmosphere of constructive dialogue.
- c. All members of the EGS community will embrace diversity and promote an inclusive environment that values and respects the unique perspectives and experiences of all individuals.
- d. All members of the EGS community will foster a collaborative and cooperative environment by working together in a constructive, collaborative, and supportive manner.

### *3. Transparency and Integrity in Research*

- a. Researchers must adhere to the highest standards of integrity in conducting and reporting their research, ensuring accuracy, objectivity, and accountability.
- b. Any conflicts of interest that may arise in research activities must be disclosed promptly, and steps should be taken to minimize their influence on the research process.
- c. The Research Ethics Guidelines further outline scope, function, expectations, and consequences.



#### 4. *Inclusivity and Non-Discrimination*

##### a. Inclusivity:

- i. The EGS promotes an inclusive and diverse environment where all individuals are treated with respect, regardless of their race, ethnicity, nationality, gender, sexual orientation, religion, political affiliation, status as a parent, marital or relationship status, medical condition, pregnancy, or disability.
- ii. The EGS provides equal access to educational and employment opportunities, academic programs, research grants, scholarships, work study assignments, fellowships, and any other advancement opportunities.

##### b. Non-Discrimination:

- i. Harassment, discrimination, or any form of intimidation, be it verbal, physical, or online, will not be tolerated within the EGS community.
- ii. Students, faculty, or staff who believe they have been subjected to harassment and/or discrimination are encouraged to report the incident confidentially to the Administration.
- iii. The EGS will ensure a prompt, impartial, and thorough investigation of any reported incidents and the identity and details of both the complainant and the accused will be kept confidential to the extent possible under law.
- iv. Retaliation against an individual for reporting or objecting to discrimination or harassment or for participating in an investigation about these matters is strictly prohibited and will be treated as a serious disciplinary offense.

#### 5. *Transparency and Integrity in Research*

- d. Researchers must adhere to the highest standards of integrity in conducting and reporting their research, ensuring accuracy, objectivity, and accountability.
- e. Any conflicts of interest that may arise in research activities must be disclosed promptly, and steps should be taken to minimize their influence on the research process.
- f. The Research Ethics Guidelines further outline scope, function, expectations, and consequences.

#### 6. *Confidentiality and Data Protection*

- a. All personal and sensitive information of individuals within the EGS must be handled with the utmost confidentiality and in compliance with relevant data protection laws.
- b. Access to sensitive data should be limited to authorized personnel only, and measures should be taken to safeguard against unauthorized access or data breaches.
- c. All members of the EGS community commit to respect the privacy and confidentiality of others and will not share sensitive information without proper authorization.
- d. The Privacy Policy further outlines scope, function, expectations, and consequences.



7. *Social and Environmental Responsibility*

- a. We aim to minimize the EGS's environmental impact by promoting sustainable practices, efficient resource utilization, and waste reduction.
- b. The EGS shall be committed to actively engaging in the local community, supporting social initiatives, and contributing positively to societal development.
- c. All members of the EGS community will contribute to environmental sustainability efforts and minimize waste on campus.

8. *Financial Integrity and Accountability*

- a. All financial transactions and records of the EGS must be accurate, transparent, and in compliance with applicable laws and regulations.
- b. Misuse of institution funds or resources for personal gain or any unauthorized purposes is strictly prohibited.

9. *Conflicts of Interest*

- a. EGS members must avoid conflicts of interest that may compromise their objectivity or impartiality in decision-making or other institution-related matters.
- b. When conflicts of interest arise, individuals must disclose them promptly and take appropriate measures to address and manage such conflicts.
- c. The Faculty and Employee Conflict of Interest Policy further outlines scope, function, expectations, and consequences.

10. *Responsible Use of Digital, Printed, and Technological Resources*

- a. All members of the EGS community will utilize EGS resources, facilities, and technology responsibly and ethically, ensuring they are used for legitimate academic or research purposes.
- b. All members of the EGS community will exercise caution and responsibility when using social media platforms, ensuring that online behavior aligns with the values of the EGS.
- c. The Privacy Policy further outlines scope, function, expectations, and consequences.

11. *Alcohol and Substance Use*

- a. All members of the EGS community will comply with the relevant laws and EGS policies regarding alcohol and substance use when:
  - i. on campus or at an on-campus / in-person event,
  - ii. while participating in EGS classes via in-person, blended, or virtual means,
  - iii. at any EGS-sponsored community event.
- b. Any violations will be treated as a serious disciplinary offense.



*12. Compliance and Reporting*

- a. All members of the EGS community are responsible for upholding this Ethics Code and Code of Conduct are encouraged to report any potential violations to the appropriate authorities or channels within the EGS.
- b. Whistleblowers will be protected against retaliation, and confidentiality will be maintained during the investigation of reported concerns.

*13. Enforcement and Disciplinary Actions*

- a. Violations of this Ethics Code and Code of Conduct will be subject to disciplinary actions, which may include warnings, reprimands, probation, suspension, or termination, depending on the severity of the offense.
- b. Disciplinary procedures will be conducted in a fair, transparent, and unbiased manner, adhering to the principles of natural justice.

*14. Summary and Purpose*

- a. This Ethics Code and Code of Conduct reflects our commitment to maintaining a morally upright and socially responsible institution that nurtures academic excellence and ethical conduct in all our endeavors.
- b. By adhering to these principles, we can create a harmonious and respectful environment conducive to learning, research, and personal growth.

*15. Policy Updates, Amendments, and Modifications*

- a. This policy is subject to change at the discretion of the EGS.
- b. This policy will be reviewed periodically and updated as necessary to reflect changes in EGS policies and procedures.
- c. Any changes to the policy will be communicated to students through the EGS websites and other means of official communication.