

Code of Conduct of the Groningen Declaration Network

Approved by the Groningen Declaration Network's Executive Committee on 11 January 2015, as required by Article 11 of the Bylaws, and to be shared for adoption by participants at the Annual Groningen Declaration Network Meeting in Málaga, on 4 to 6 May 2015.

Obligations of participants towards the Network

Article 1. Participants are required to respect the Statutes and Bylaws of the Network and to abide by decisions that have duly been made by the appropriate bodies of the Network. This includes adherence to the procedures and decision-making rules that are in force.

Article 2. Participants should refrain from activities that damage the reputation of the Network.

Professional behaviour expected of participants

Article 3. Participants are expected to behave according to generally accepted professional standards and to refrain from fraudulent and otherwise unethical practices.

Conflict of interest policy

Article 4. Conflict of interest is any situation in which an individual, who is in a position of trust within the Network, has a competing professional or personal interest. Such competing interests can make it difficult to fulfill his or her duties impartially. A conflict of interest can create an appearance of impropriety that may undermine confidence in the individual, the activities of the Network, and the profession. A conflict of interest could impair an individual's ability to perform his or her duties and responsibilities objectively. The existence of a conflict of interest may not, however, in and of itself, be evidence of wrongdoing, unethical or improper acts.

Article 5. Participants who are undertaking activities on behalf of the Network must avoid any potential conflicts between their personal, professional or business interests and the interests of the Network.

Article 6. They must also act in the best interest of the Network, regardless of any competing interests of the organisation in which they earn their income. If they are instructed by their employers or business partners on their activities in their elected or appointed capacity within the Network, this may constitute a conflict of interest.

Article 7. In the event such a conflict exists or may exist, the participant has the duty to inform the Secretary of the Network and, depending on the nature of the conflict of interest, (a) to abstain from certain actions, (b) to return the given task or (c) to give up his or her office. The Executive Committee of the Network may request a participant to undertake any of the above or other actions deemed necessary. If the participant does not undertake the necessary steps to mitigate a conflict of interest, the Executive Committee of the Network can suspend or remove the participant, in accordance with article 5, B and C of the Bylaws.

Intellectual Property Rights

Article 8. The Network does not endorse products or services that are offered by its members outside a Network context. Participants must therefore respect the intellectual property rights of the Network and the confidentiality of internal data. This means, amongst other things, that they cannot:

- A. use the logo of the Network without proper authorisation;
- B. imply representing the Network by using its name without proper authorisation;
- C. use the knowledge base of the Network, including the member database, for activities unrelated to the Network.

Article 9. Participants cannot use Network meetings and events for commercial self-promotion. Participants and sponsors are expected to adhere to the practices of the Network and to restrict themselves commercially to activities that have been contractually agreed upon.

Article 10. The Executive Committee reserves the right to take appropriate action against breaches of trust and not abiding by the Statutes, Bylaws, Code of Conduct and Ethical Principles that were duly approved by the Executive Committee and which all participants and signatories have pledged to commit themselves to at the time of their admission to the Network

Diversity statement

Article 11. Participants must act in the spirit of the diversity statement of the Network, which reads as follows:

- A. As a Network that brings together stakeholders in the Digital Student Data Ecosystem, the Network affirms its commitment to diversity – an asset that enriches individuals, organisations, and society.
- B. We believe that international education and exchange deepens our appreciation of the complex contributions of human society as well as our understanding of the consequences of social division.
- C. We recognise that diversity has multiple dimensions of identity and expression,

- including cultural background, regional approach, race, colour, national origin, ethnicity, gender, religion, sexual orientation, age, political opinion and disability.
- D. We encourage each participant's contribution to a collaborative Network initiative that welcomes diversity of opinion and positions in its pursuit of shared goals.

Implementation

Article 12. Participants may report any issues involving a potential violation of the Code directly, confidentially and anonymously to the Secretary through a physical mailing address. All complaints of potential violations of this Code made in good faith will receive a fair and comprehensive investigation conducted with the relevant internal and/or external assistance.

Article 13. The Executive Committee periodically reviews this Code and monitors its implementation closely.