

Code of Conduct

Study Association Aureus



Introduction

Study Association Aureus is committed to creating a positive and inclusive environment that promotes academic excellence, personal growth, and professional development for all its members. This code of conduct outlines the expectations and standards of behavior for all members and participants in Aureus activities and events.

We strive to create an environment that supports the core values of **Accessibility**, **Development**, and **Professionalism**. Our members are encouraged to reflect these values in their behavior and to contribute to a positive and inclusive community.

In this Code of Conduct, when we are talking about '*Aureus events*' we mean events that Aureus organizes, or events from third parties that Aureus does promotion for. The guidelines that we list below, apply to all these events.

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1. Accessibility

1.1. Respect for Diversity

Members shall respect and value the diversity of backgrounds, cultures, opinions, and experiences within Aureus. Discrimination, harassment, or exclusion based on gender, ethnicity, religion, sexual orientation, disability, or any other characteristic is strictly prohibited.

1.2. Accessibility of Events

We aim to make our events and activities accessible to everyone. Part of this is economic accessibility, with which we strive to keep the costs manageable to lower the barrier of joining our events.

1.3. Inclusive Language and Behavior

Members shall use inclusive language, showing respect for others and refraining from any form of offensive, derogatory, or discriminatory speech or behavior.

1.4. Listening and Open-Mindedness

Members shall actively listen to others, consider diverse perspectives, and engage in constructive dialogue and debate, promoting mutual understanding and cooperation.

2. Development

2.1. Personal Growth

We support the personal and professional development of our members. Participation in activities should aim at promoting self-improvement, skills, and knowledge.

2.2. Constructive Participation

Members are encouraged to contribute positively and constructively to the activities of Aureus and to foster the development of their fellow members.

3. Professionalism and Ethical Conduct

3.1. Professional Behavior

Members shall conduct themselves in a professional manner, demonstrating integrity, reliability, and responsibility in all interactions within Aureus and external engagements. This professional behavior is expected both in real life situations, as well as on social media.

3.2. Confidentiality

Members must always respect the privacy and confidentiality of sensitive information obtained through their involvement with Aureus. They shall not disclose or misuse such information for personal gain or any other purpose without proper authorization.

3.3. Conflict of Interest

Members shall promptly disclose any potential or actual conflicts of interest that may compromise their objectivity or impartiality in decision-making processes within Aureus or its affiliated activities.

3.4. Financial Responsibility

Members responsible for the financial resources of Aureus must manage them carefully and responsibly. They shall handle funds, budgets, and resources ethically, transparently, and in compliance with relevant laws, regulations, and Aureus' financial policies.

4. Responsible Conduct

4.1. Safety and Well-being

The safety and wellbeing of our members are paramount. Members shall prioritize the safety and well-being of themselves and others, promoting a supportive and healthy environment. They should always take precautions to ensure their own safety and that of others during participation in association activities. They shall report any concerns or incidents affecting the well-being of the Aureus community to the appropriate channels.

4.2. Responsible Alcohol Use

Alcohol consumption must always comply with applicable laws. Members shall consume alcohol responsibly, in accordance with legal requirements and with consideration for others. Misuse or irresponsible use of alcohol during association activities will not be accepted and can lead to sanctions.

4.3. Drug Use

The use, possession, or distribution of drugs during Aureus activities is strictly prohibited. We are talking here about both hard and soft drugs. This means all forms of drugs at Aureus activities are prohibited. Being under influence at Aureus activities is also not allowed.

4.4 Unlawful use of another's private property

The unauthorized use of others private property is not allowed. This also goes for unauthorized use of Aureus' property. When uncertainty arises about whether or not you can use Aureus' property, you are expected to ask the Aureus Board for permission.

4.5. Compliance with the Law

Members are required to adhere to all applicable laws, regulations, and Aureus policies, including those related to health, safety, privacy, data protection, and intellectual property during participation in association activities.

5. Privacy and Confidentiality

5.1 Respect for Privacy

Members must always respect the privacy of confidential or sensitive information obtained through their involvement with Aureus. Unlawful sharing or misuse of such information is prohibited, as also stated in the GDPR, which is clarified in this chapter.

5.2 Compliance with GDPR

Our association is committed to complying with the General Data Protection Regulation (GDPR), which has been in effect since May 25, 2018. This regulation governs the collection, processing, and storage of personal data belonging to our members, volunteers, sponsors, and donors. We ensure that all personal data is handled lawfully, transparently, and securely.

5.3 Data Collection and Processing

Personal data is only collected and processed when necessary for the operation and activities of the association. This may include membership management, event organization, and communication with members. The data collected will be relevant and limited to what is necessary for these purposes.

5.4 Member Rights

Members have the right to access, rectify, or request the deletion of their personal data at any time. They also have the right to withdraw consent for data processing, object to certain types of data processing, and request data portability. Any such requests will be handled promptly and in accordance with GDPR guidelines.

5.5 Data Security

We take appropriate technical and organizational measures to protect personal data from unauthorized access, alteration, disclosure, or destruction. This includes regular reviews of our data protection policies and practices to ensure compliance with GDPR standards.

5.6 Confidentiality Obligations

All members, volunteers, and anyone involved in handling personal data within the association are bound by strict confidentiality obligations. Personal data must not be disclosed to unauthorized individuals or entities, and any breaches of confidentiality will be addressed promptly and may result in disciplinary action.

5.7 Third-Party Data Sharing

Personal data will not be shared with third parties unless it is necessary for the functioning of the association or required by law. In such cases, we ensure that any third parties involved are also compliant with GDPR regulations and adhere to strict data protection standards.

5.8 Data Retention

Personal data will only be retained for as long as necessary to fulfill the purposes for which it was collected or as required by law. Once data is no longer needed, it will be securely deleted or anonymized.

5.9 Reporting Data Breaches

In the event of a data breach, we are committed to taking immediate action to mitigate the impact and to comply with the reporting requirements set out by GDPR. Affected individuals will be informed promptly if their personal data has been compromised.

6. Consent

6.1. Respecting Personal Boundaries

Members must always respect the personal boundaries and consent of others in all interactions. Consent must be obtained for any form of physical contact, use of personal belongings, or any action that could impact another person's comfort or safety. Sexual intimidation or aggression is strictly forbidden, and will lead to immediate sanctions.

6.2. Clear and Affirmative Consent

Consent should be clear, affirmative, and given freely. It cannot be assumed or implied and must be explicitly obtained for each specific activity. Silence or lack of resistance does not constitute consent.

6.3. Revocation of Consent

Consent can be withdrawn at any time. If consent is withdrawn, the activity must stop immediately.

6.4. Responsibility to Seek Consent

All members have a responsibility to seek consent in their interactions and to respect the decisions and autonomy of others. Coercion, manipulation, or pressure to obtain consent is strictly prohibited.

6.5. Responsibility for Oversight and Intervention

All members are responsible not only for monitoring their own behavior but also for being aware of the behavior of others. If a member witnesses behavior where another person's boundaries are being crossed without explicit consent, they are expected to intervene. This can involve addressing the person involved, de-escalating the situation, or, if necessary, involving a responsible authority or supervisor. It is the collective responsibility of all members to ensure a safe and respectful environment.

7. Enforcement and Sanctions

7.1. Reporting Violations

Members who witness or experience a violation of this code of conduct should promptly report the incident to the Aureus Board. Confidentiality and discretion will be maintained at all times.

7.2. Investigation and Disciplinary Measures

Reports of violations will be taken seriously and will be thoroughly investigated by the Aureus Board. Appropriate disciplinary measures may be taken, which may include warnings, sanctions, or, in severe cases, termination of membership or participation in Aureus activities.

8. Final Provisions

8.1. Amendments

The Aureus board reserves the right to make changes to this Code of Conduct as necessary. Members will be notified of any changes in a timely manner.

8.2. Application

This Code of Conduct applies to all members of Study Association Aureus and comes into effect from the date of approval by the board.