



## CODE OF CONDUCT

### Groningen student associations and organizations

The Board of the University of Groningen (UG), the Executive Board of Hanze University of Applied Sciences (HG), and the Board of the undersigned student organization or association share a common interest in creating a safe and pleasant study environment for current and prospective students in the city of Groningen, recognize the importance of a diverse, varied and responsible student life, and are committed to contributing to Groningen's leading position as an attractive city for higher education.

The UG and HG have a large number of highly active student associations and organizations. The cultural background and image of these associations and organizations therefore form part of the higher education environment and city of Groningen. The cultural manifestations of these associations and organizations should make a positive contribution to the image of all parties undersigning this code of conduct. The accompanying risks are accepted and shared by all parties.

Student associations and organizations are bearers of both culture and of social change and innovation. Society is increasingly becoming more open with more and more opportunities for sharing information. This raises awareness that norms and values are a social phenomenon, such that isolation is no longer an option. Within this changing social climate, both associations and educational institutions are responsible for mutually consolidating their core cultural values and sharing these with society, as well as monitoring the expression of cultural manifestations.

This code of conduct defines the norms and values of the parties involved and lists parameters on how these norms and values must be complied with. By defining these parameters, we hope to raise awareness and stimulate compliance. Parties may voice their concerns regarding actions and behaviour that are not in line with the stipulations of this code of conduct. This code of conduct applies not only to the introduction period, but to all cultural manifestations of associations and organizations. This includes units within an association or organization, such as fraternities (*disputen*), cohorts (*jaarclubs*), committees, boards, circles (*kringen*) etc.

This code of conduct is in line with the Notes to the 2018 Safety Plan formulated by the Advisory Committee for Introduction Periods (*Adviescommissie Introductietijden*, ACI). The code of conduct and agreements made apply to all student associations and organizations who receive board grants from the Graduation Fund or are linked in any other way to the UG or HG. For units that do not fall directly under the responsibility of the Board of the association or organization, such as association houses, the Board will do its utmost to bring this code of conduct to the attention of the units in question, and stimulate compliance with its stipulations.

#### Parameters

The parameters of this Code are as follows:

- The UG and HG are of the opinion that student associations and organizations have always formed part of the tradition and culture of the city of Groningen, and that student associations and organizations form an integral part of the Groningen community.
- The UG, HG and the student associations and organizations are continuously seeking practices and forms of collaboration in which each of the parties involved is able to optimally give form and content to its own vision and policy without harming the interests of the other parties involved or the relationship between these organizations.

- The UG, HG and student associations and organizations each have their own responsibilities and interests in this respect.
- The UG, HG and student associations and organizations must deal respectfully with each other and with other involved parties, and denounce any form of violence, both psychological and physical, discrimination and humiliation, and actively combat these without prejudicing the student association or organization's unique culture.
- The Board of the student association or organization is responsible for the policy, organization and implementation of the introduction period, both within and outside its physical premises.
- The introduction period is organized in such a way that members and prospective members are not hindered in their preparations for or participation in teaching activities.
- The Board of the student association or organization must read the Notes to the 2018 Safety Plan published by the ACI and is responsible for distributing this plan and ensuring compliance with it within the association or organization. In line with the Notes to the Safety Plan, the student association or organization must submit to the ACI via the appropriate channels a road map, a risk analysis of the health and safety policy, and an incident protocol as well as the required lists of contact details for emergency services and the ACI.
- Signing this code of conduct gives the Boards of the Universities and the board of the student association or organization new rights and duties.

## **Introduction period**

### ***1. Advertising student associations and organizations***

- a. The UG and HG provide student associations and organizations with the opportunity to promote their activities in an appropriate way to incoming students and to recruit prospective members.
- b. During the introduction period, student associations and organizations may introduce prospective members to the association or organization.
- c. Student associations and organizations must act in accordance with the parameters established by the UG and HG in this code of conduct.

### ***2. Responsibilities of the Board***

- a. The Board of the student association or organization, if and as far as it is responsible, determines the entire programme of the introduction period and formulates a road map and safety plan. The Board is also informed beforehand of and has access to all activities. The tasks and responsibilities of the student association or organization must be clearly defined at all times.
- b. All student association or organization that organize an introductory camp, a multiple-day introduction period, introduction activities in more than one location or other potentially risky introduction activities are given the opportunity to submit their plans for prior assessment to the Advisory Committee for Introduction Periods (ACI).
- c. The Board of the student association or organization is responsible for informing prospective members orally and/or in writing before they enrol for the introduction period about the main aspects of the introduction, its nature, style, and atmosphere, so that prospective members know what to expect.
- d. The Board of the student association or organization is responsible for ensuring that prospective members are not sworn to secrecy in any form whatsoever regarding the content and nature of the introduction programme, or anything that may occur during the programme.

### ***3. Guidelines for the introduction period***

The Board of the association or organization must monitor the consumption of alcohol and drugs by its members and prospective members, ensure that there are enough supervisors at the introduction camps, and heed the health and hygiene of its members and prospective members. For all of the above the guidelines of the ACI must be adhered to.

#### **4. Intimidation**

The Board of the association or organization is responsible for creating a safe and pleasant environment in which members and prospective members interact with each other in a respectful way. Physical or psychological violence against members and prospective members is forbidden.

This covers in any case the following:

- a. Discrimination on the basis of race, religious or social beliefs, gender, sexual orientation, ethnicity, handicap or illness
- b. Forcing a person to perform humiliating tasks
- c. Abuse of power
- d. Violation of physical integrity

#### **General**

#### **5. Obligation to report incidents**

- a. Should one or more incidents unexpectedly occur, the Board of the association or organization must immediately inform the ACI of this fact by telephone or e-mail.
- b. If the nature of the incident requires it, the ACI must inform the Boards of the University.
- c. Where appropriate the Board of the association or organization must report the incident to the police.
- d. The Board of one of the educational institutions can also file a report to the police if they suspect or know that a criminal offence has been committed.

#### **6. Confidential advisor**

- a. The Board of the association or organization will appoint one or more confidential advisors within the association or organization. Members and prospective members are clearly informed beforehand of the presence of this confidential advisor, in any case in the form of an announcement on the website.
- b. Members and prospective members must always be free to approach the confidential advisor.
- c. This confidential advisor has immediate access to the Board and complaints committee of the association or organization.

#### **7. Complaints committee**

- a. The Board of the association or organization will appoint an independent complaints committee that does not include anybody who has in the current academic year been a member of the introduction period committee or sub-committee or a fraternity (*dispuut*) board. Members and prospective members are clearly informed beforehand of the existence of the complaints committee, in any case in the form of an announcement on the website.
- b. The Board of the association or organization is responsible for formulating a complaints procedure that is accessible to all members and prospective members without prior permission.
- c. Every member and prospective member can submit a complaint to this complaints committee regarding the manner in which he or she has been treated by any person who is a member of the student association or organization, or who is in any way affiliated with the student association or organization.
- d. The complaints committee hears the complainant and the person whose behaviour is at issue. No more than three weeks after receiving a complaint, the complaints committee will formulate a recommendation regarding measures to be taken for the Board of the student association or organization.
- e. Within three weeks of receiving this recommendation, the Board of the association or organization will inform the complainant in writing and with a letter of motivation of the Board's findings during their investigation of the complaint, as well as the conclusions the Board has drawn from this investigation.

## **8. Sanctions**

- a. If a member or fraternity, cohort, committee, board, circle etc. of the student association or organization fails to adhere to this code, the Board of the association or organization will impose sanctions on the offending member or fraternity, cohort, committee, board, circle etc. according to its own rules and regulations, including the possibility of the sanctions as mentioned sub d, 1 and 2.
- b. The Board of UG or the Executive Board of HG may also impose one or more sanctions on the board of the student association or organization in question, as specified below under d, 1 and 3-5.
- c. Before imposing sanctions, the Board will hear the member or fraternity, cohort, committee, board, circle etc. of the student association or organization in question.
- d. The gravity and nature of the incident that infringes on the above-mentioned rules will determine the nature of the sanctions imposed. Sanctions may be imposed individually or in combination. Sanctions may consist of the following:
  1. An official warning
  2. Suspension or termination of membership of the relevant student association or organization
  3. Revocation or suspension of the quota of board grants for associations derived from the Regulations on awarding board grants of the Graduation Fund
  4. Suspension or reclamation of grants and other facilities
  5. Termination of official relationship between student association or organization and the UG or HG.

## **9. Obligation to provide information**

- a. In the event of an incident, the Board of the association or organization is responsible for conducting a critical evaluation and formulating a plan of action.
- b. The ACI, and also the Boards of the Universities, may request to view these evaluation(s) and the accompanying plans.

By signing this code of conduct, the UG, HG and the Board of the student association or organization accept the parameters of this code of conduct and commit to complying with the rights and obligations that derive from it.

On behalf of the Board of the University of Groningen

Name:

Date:

Signature

On behalf of the Executive Board of the Hanze University of Applied Sciences Groningen

Name:

Date:

Signature

On behalf of the student association or organization

Name student association/organization:

Name signer:

Date:

Signature