

SCIENCES PO CHARTER OF ETHICS

Regarding Article 24 of Decree 2016-24 dated 18 January 2016 relative to the *Institut d'études politiques de Paris*;

Regarding Article 28 of the appendix to Decree 2015-1829 dated 29 December 2015 approving the statutes of the *Fondation nationale des sciences politiques*;

Regarding Chapter 6 of the Internal Regulations of the *Institut d'études politiques de Paris*;

Regarding Chapter 4 of the Internal Regulations of the *Fondation nationale des sciences politiques*;

The purpose of the present charter (hereafter "the Charter") is to set out a code of ethical principles applicable to post-holders within the *Institut d'études politiques de Paris* (hereafter "the IEP de Paris") and the *Fondation nationale des sciences politiques* (hereafter "the FNSP").

Within the Charter, the term "post-holder" refers to permanent and temporary academic staff (i.e. teaching staff, researchers, casual staff, interns), administrative staff, board-members and, more generally, any person occupying a post within or on behalf of the IEP de Paris or the FNSP.

CHAPTER I: ETHICAL PRINCIPLES APPLICABLE TO ALL POST-HOLDERS

Post-holders shall respect all principles set out in the present chapter and shall ensure that they are respected by any service providers they engage.

Article 1 – General principles

Honesty and integrity

Post-holders within the IEP de Paris or the FNSP shall perform their duties with honesty and integrity. They may not unduly benefit from advantages linked to the performance of their duties, under the conditions set out in Article 5 of the present Charter.

Dignity

When performing their duties, post-holders within the IEP de Paris or the FNSP shall ensure respect for dignity. In all circumstances, they shall avoid actions that infringe on a person's dignity and/or generate an intimidating, hostile, degrading, humiliating or offensive environment.

Professional discretion

Post-holders within the IEP de Paris or the FNSP shall respect professional discretion. They shall refrain from disclosing any confidential information or confidential internal documents in their possession by virtue of their post to any person inside or outside of the institution who is not authorised to be aware of them.

Mutual respect

Post-holders within the IEP de Paris or the FNSP must treat all people with respect, in their speech and their actions, whether this be their colleagues, students or partners. All interactions between post-holders within the IEP de Paris or the FNSP must be courteous and respectful.

Article 2 – Compliance with laws and statutes

Post-holders within the IEP Paris or the FNSP undertake to comply with all legal and regulatory provisions and collective agreements applicable to their respective activities.

Post-holders within the IEP Paris or the FNSP must also comply with all statutes, internal regulations and charters applicable to them.

Specifically, they must comply with the **Internal Regulations**, the **Charter on the Right to Disconnect**, the **Charter for the Use of Sciences Po's Information Systems** and follow guidelines concerned with combating discrimination, upholding gender equality and ensuring quality of life at work.

Article 3 – Freedom of expression and academic freedom

Post-holders within the IEP de Paris or the FNSP have the right to express their thoughts and opinions freely, as enshrined in the French Constitution. They shall, however, ensure that these opinions do not infringe on the performance of their duties and make every effort to avoid situations that could result in the interpretation of their personal opinions as those of the IEP de Paris or the FNSP.

As concerns teaching and research-related duties, faculty members holding posts within the FNSP or the IEP de Paris enjoy full independence and freedom of expression, subject to their duties to the principles of tolerance and objectivity.

Article 4 – Use of allocated resources

Resources made available to post-holders within the IEP de Paris or the FNSP are reserved exclusively for the execution of tasks relating to their duties.

Post-holders within the IEP de Paris or the FNSP must ensure that any personnel, goods, facilities, services and financial resources allocated to them are used effectively and solely for professional purposes. In particular, they must not use resources at their disposal to offer undue advantages or to attempt to influence for their own ends any person or entity, including public officials.

The same rules apply with regards to post-holders' time and effort. Their external activities must not come into conflict with the duties they owe to the IEP de Paris or the FNSP, or to their employer, in the case of permanent faculty members whose primary professional obligations are those owed to the IEP de Paris, the FNSP and the CNRS.

Article 5 – Preventing conflicts of interest

The definition of conflicts of interest is set out in legislative and regulatory provisions, notably laws relating to transparency in public services, public procurement and the holding of multiple posts concurrently.

In accordance with the aforementioned provisions, post-holders within the IEP de Paris or the FNSP must neither solicit nor receive, directly or through an intermediary, advantages of any kind

in return for the execution or non-execution of a task relating to their post, or for using their influence to sway a decision. Hence, any invitation, gift or gratuitous gesture of any kind may only be accepted if, in its value, frequency or intention, it is not of such a nature as to:

- influence or seem to influence the post-holder's ability to perform his/her duties independently.
- constitute a reward or compensation for services executed within the parameters of the post-holder's obligations to the IEP de Paris or the FNSP.

In addition, any situation in which a post-holder within the IEP de Paris or the FNSP finds his/her own personal, social or financial interests clashing with the interests of the IEP de Paris or the FNSP shall be considered a conflict of interests.

Post-holders within the IEP de Paris or the FNSP shall avoid entering into situations entailing a conflict of interests. It is their duty to disclose to senior management any personal interests with the potential to interfere with their activities, or call into question their independence or their impartiality.

Any post-holders within the IEP de Paris or the FNSP who find themselves in a situation entailing a conflict of interests, or who become aware of a conflict of interests, must inform their line manager or their research centre director and, where relevant, refrain from involving themselves in decisions relating to the case in question.

Acquaintances or relatives of post-holders within the IEP de Paris or the FNSP may be appointed to posts on the basis of their qualifications, skills and experience alone.

Finally, senior management post-holders (COMEX members, deans of the Graduate Schools, department and research centre directors) shall declare any subsidiary remunerated activities to the Administrator of the FNSP or the President of the IEP de Paris.

Article 6 – Corruption and money laundering

Post-holders within the IEP de Paris or the FNSP undertake to reject and prevent all forms of corruption, both in their interactions with national or foreign public authorities and in their private interactions with suppliers, service providers, subcontractors etc.

Post-holders within the IEP de Paris or the FNSP have a duty of vigilance in preventing instances of money laundering.

They must be aware of the identity of any donors, sponsors or partners, as well as of the origin of any funds. In the event of any doubt or suspicion regarding the origin of funds, post-holders should inform their line managers or research centre directors and Sciences Po's legal department. Where necessary, offers may be referred to the Donations Committee in order to guarantee compliance with the principles set out in the **Charter on the Acceptance of Public and Private Funds** (independence of the FNSP's strategic decisions, acceptability of funding sources, framework for the reciprocal rights and duties of each party).

CHAPTER 2: PRINCIPLES APPLICABLE TO RESEARCH STAFF

Article 1 – Activities and staff members in question

In the present chapter, "research activities" shall refer to any activity involving the creation, devising or development of a project or a work through fundamental or applied research; the

transmission or transfer of knowledge or technology; the protection, communication, promotion or evaluation of a project.

The chapter concerns research post-holders within the FNSP or the IEP de Paris.

Article 2 – Ethical principles applicable to research staff

Research post-holders conduct their research activities within the parameters of the institution's academic policy and shall comply with all principles and provisions established in the Research Ethics Charter, particularly as concerns academic integrity; transparency and liability; objectivity and independence; secularity (la laïcité), collegiality and mutual respect. Should they have any questions or doubts relating to research ethics, specific ethical risks identified in research projects and possible measures to limit these, it is the duty of research post-holders to seek the advice of the Research Ethics Committee, which is administered by the Academic Directorate.

Article 3 – Communication

Research staff must communicate their results as soon as they are able to in order to establish ownership and anteriority, following the procedure set out in the Research Ethics Charter.

CHAPTER 3: PRINCIPLES APPLICABLE TO TEACHING STAFF

Article 1 – Activities and staff members concerned

The present chapter concerns teaching post-holders within the IEP de Paris or the FNSP.

Article 2 – Ethical principles applicable to teaching staff

Teaching post-holders shall comply with all guidelines set out in the guides for teachers issued by the IEP de Paris or the FNSP.

In accordance with Article L. 141-6 of the French Code of Education, they shall strive to preserve the objectivity of knowledge, demonstrate the independence of their teaching from any political, economic, religious or ideological influences, maintain gender equality, and establish constructive and strictly pedagogical relationships with students.

Should teaching post-holders have any doubts or encounter any difficulties in relation to their teaching activities, it is their duty to seek the guidance of their appointed pedagogical supervisor or the support of the Violence Helpline and Monitoring Unit.

CHAPTER 4: CONDITIONS OF APPLICATION OF THE CHARTER TO POST-HOLDERS

Article 1 – Entry into force

The provisions set out in the present Charter take effect from 7 October 2020.

Article 2 - Application and compliance

Post-holders within the IEP de Paris or the FNSP undertake to fulfil to the best of their abilities the obligations applicable to them under the present Charter.

Failure to comply with the present Charter may result in disciplinary action (including termination of a post-holder's employment contract) and, where necessary, legal proceedings or criminal sanctions.

Article 3 – Legal applicability of the Charter

The present Charter is subject to French law in both content and application procedure.