



**ISM UNIVERSITY OF MANAGEMENT AND ECONOMICS
CODE OF ETHICS**

I. GENERAL PROVISIONS

1. The Code of Ethics of ISM University of Management and Economics (hereinafter University) defines the main provisions of ethical conduct of University faculty, students and staff (hereinafter ISM community members) that are not directly regulated by the legal acts and laws of the Republic of Lithuania, labour contracts and University internal regulations.
2. The aims of the Code of Ethics are as follows:
 - 2.1. define and implement the main ethical norms and principles of ISM community member activities;
 - 2.2. rally ISM community members to acknowledge, follow and foster the main University values of innovation, openness, quality, professionalism and continuous learning and acknowledge, follow and foster the main academic values of fairness, honesty, respect, tolerance and professional, scientific and civil responsibility;
 - 2.3. establish the main ethical principles of academic activities – truth seeking and academic freedom – and the responsible application of these principles;
 - 2.4. develop a working atmosphere at the University based on democracy, trust and creativity;
 - 2.5. encourage the University community to consider the ethical aspect in making fair judgements;
 - 2.6. incite University community members to be socially responsible for University activities.

II. ETHICAL NORMS AND PRINCIPLES

3. ISM community members commit themselves to regard University common interests and actively contribute to the achievement of ISM goals.
4. ISM community members commit themselves to the following:
 - 4.1. follow the University Code of Ethics and represent the University properly during working hours and beyond, at the University and outside;
 - 4.2. actively support academic honesty standards in teaching, learning and research;
 - 4.3. be intolerant to cases of breach of ISM intellectual property;
 - 4.4. accept shared responsibility for the University's smooth work and development and support of its positive image;
 - 4.5. be loyal and follow the principles of the University community;
 - 4.6. aim that the outcomes of projects initiated and implemented under the name of the University serve the common interests of the University;
 - 4.7. be intolerant to cases of corruption, cheating or attempts to make a negative impact on a University community member;
 - 4.8. not to use the University name in expressing personal political, religious or any other views aimed at personal benefit and recognition;
 - 4.9. use constructive criticism in assessing University activities and expressing it to the members of the University community;
 - 4.10. avoid private and University interest conflicts
 - 4.11. exploit the University research base, intellectual property and material resources with consideration and for University commitment implementation.
5. The interpersonal relations among the University community members must be based on respect, goodwill, impartiality, indiscrimination and academic solidarity and focused on the insurance of teaching, learning and research quality and creative atmosphere.
6. ISM community members must ensure the safety of the confidential information of the University. The confidential information of the University, which is not made public, is information about University property and financial transactions and data on University shareholders, customers and ISM community members.
7. Any direct or indirect offer to accept or to give a gift for some expected or requested service or obligation that causes a conflict of personal and University interests is considered to be a bribe and is not acceptable.
8. University research activities must be based on the ideals of honest and true research.
9. University academic activities must be based on academic freedom and collaboration and the principles of transparency, fairness, honesty and trust.
10. ISM community member relations are based on the principles of collaboration and transparency. Binding non-academic and non-working commitments can provoke conflict of interests; therefore, ambiguous relations must be avoided.

III. ADOPTION AND IMPLEMENTATION OF THE CODE OF ETHICS

11. The mandatory provision for the adoption of this Code of Ethics is the public discussion of the draft of the Code – the effectiveness of the Code lies in personal commitment rather than obligation. The adopted Code of Ethics is made public and, if possible, handed to every University employee individually.
12. ISM community members carry out surveillance of the implementation of the Code of Ethics.
13. The ISM Committee on Ethics deals with violations of the Code of Ethics. The President of the University approves the composition of the Committee. The Committee is set up for a one-year period.
14. Sanctions against ISM community members for ethical violations are imposed taking into account the scope of the violation; the means of moral effect (e.g., note, warning, publicity of the resolution of the ISM Committee on Ethics, and the like) and others are inflicted under the University Statute and internal regulations. The resolutions of the ISM Committee on Ethics are of recommended nature.
15. The Code of Ethics cannot foresee all cases of violations of ethical norms; therefore, the ISM Committee on Ethics has the right to make a decision on an unforeseen case of unethical conduct based on general ethical and University values.
16. ISM community members are obliged to inform Chairman of the ISM Committee on Ethics in writing about any violation of the Code of Ethics. Notifications are considered to be confidential information, and the Committee on Ethics must ensure that any information about a person who has given a notification is not made public.
17. Making information about a person who has given a notification public or persecution of this person are considered to be violations of internal regulations; for the students – violation of studies regulations.
18. The ISM community member Code of Ethics should not hinder any discussions on ethics. On the contrary, it is adopted as a community common agreement on conduct provisions and should support ethical concerns as well as encourage discussions on ethical issues and their methods of resolution.

IV. CONCLUDING PROVISIONS

19. ISM employees must follow the Internal Regulations; faculty and students – Studies Regulations.
20. The Code of Ethics comes into effect on 25 September 2006. The provisions of the Code of Ethics can be reviewed and changed by the ISM Committee on Ethics or upon the suggestion of ISM community members. The President of the University approves the Code of Ethics.