

## **ICS CHARTER OF ETHICS**

### **PREAMBLE**

Ethics is given the highest priority in the Institute of Social Sciences from the University of Lisbon (ICS). The ICS community follows the ethical principles and relevant national, EU and international legislation and guidelines, namely the Charter of Fundamental Rights of the European Union, the European Convention on Human Rights, and the European Charter for Researchers, as well as the deontological codes of the different scientific disciplines represented through its community. The mission of ICS is to foster research, post-graduate teaching, and transfer of knowledge. These activities are founded on respect for the highest ethical standards, which are the source of the rules of conduct and the activities of the Institute as a whole.

*Freedom, integrity, independence* in research, teaching, and outreach are at the heart of ICS work and are necessary conditions for the advancement of knowledge.

*Responsibility and equity* towards the ICS and University of Lisbon community, the global academic community, society, and the environment is part of ICS public mandate.

*Respect and transparency* for persons make the ICS liable towards each person called upon to contribute to its research, teaching and outreach mission.

This Charter concerns the entirety of the ICS community: researchers/professors, post-graduate students, visiting scholars, administrative and technical personnel. The ICS community shall respect applicable laws, norms, and regulations. They shall reflect the values and the ethical norms of this Charter in the exercise of their activities. These ethical standards also extend to the ICS's interactions with external organisations and individuals.

### **1. FREEDOM, INTEGRITY, INDEPENDENCE**

- a) The ICS encourages freedom of thought and expression, among ICS community, without any limit.
- b) The ICS advocates academic freedom in the choice of themes for research, teaching, and outreach, namely to challenge received wisdom. This freedom is indispensable for the advancement of knowledge and its dissemination.
- c) Research, teaching, and outreach should be designed, reviewed and undertaken to ensure integrity and quality. Intellectual honesty and scientific rigor should be applied in the research design, development and interpretations of results.
- d) Any kind of misconduct, falsification or plagiarism is unacceptable.
- e) The greatest attention should be paid to individuals serving as research subjects, to protect their autonomy and personal integrity. Research participants must participate voluntarily, free from any coercion, and the confidentiality of information supplied by research subjects and the anonymity of respondents must be respected.

- f) Data generated will follow the European rules of data protection, including the European General Data Protection Regulation.
- g) Research teaching activities and outreach must be exercised in respect for laws, university requirements, rules and regulations, as well as the values of this Charter.
- h) The contributions of all individuals that participated to a significant degree in the conception, implementation and interpretation of a research project or the contents of a course shall be recognised accordingly to her/his contribution.
- i) The independence of research, teaching and outreach activities must be clear, and any conflicts of interest or partiality must be explicit, as well as ideological orientations.

## 2. RESPONSIBILITY, ACCOUNTABILITY, EQUITY

- a) The ICS is committed to an inclusive, diverse, equal opportunity, gender, and sexual orientation balanced learning environment that enables the ICS community to reach their full potential.
- b) The ICS and all its members are responsible for their actions. They are accountable towards the ICS community, funders or other related public or private bodies as well as, on more ethical grounds, towards society as a whole.
- c) Within the University of Lisbon community, the primary responsibility of ICS is to guarantee the excellence of research, of the post-graduate education and supervision provided to students.
- d) ICS is committed with the sharing of knowledge with the broadest possible scientific community, as well as with society.
- e) The ICS community is committed with questions of environment and sustainability, adopting the best environmental practices.
- f) In its contractual relationships with third parties, the ICS must be able to demonstrate its respect for the values affirmed by this Charter, as well as for the ethical norms of function and behaviour that it expresses.
- g) In the exercise of their functions, the members of the ICS community shall not use their influence for personal ends or the benefit of family members or friends.

## 3. RESPECT AND TRANSPARENCE

- a) The ICS is committed to fostering a workplace in which people are treated with equality and respect, regardless of their assignments, their powers, or their positions in the hierarchy.
- b) The ICS is committed to fostering a stimulating work environment and a climate of trust that respond to the expectations of professional development and personal accomplishment of their fellow employees.
- c) All forms of discrimination, be it on social, religious, ideological, ethnic, sexual orientation, gender, age, or any other basis, are prohibited, both in the carrying out of

research and teaching as well as in relations within the academic community. Particular attention shall be paid to individuals in vulnerable situations.

d) The spirit of equality and respect shall guide nomination, evaluation, and hiring procedures. Gender balance should be considered.

e) The ICS community shall refrain from behaviour that could constitute psychological, moral or sexual harassment.

f) Respect for persons ensures for all members of the ICS community under contract the right to fair pay for their services, a personalised job description, periodic evaluation and information, as well as the confidentiality of their personal information.

g) The ICS community pursues transparency namely through the decision making processes, providing information ex-ante and ex-post.