Our Code of Integrity
Erasmus University Rotterdam (EUR)—our—key priority is to ensure a safe, healthy and inclusive environment for all our staff and students, and to be a widely recognised responsible and reliable partner with a unique profile based on our societal impact.

With this Code of Integrity, we therefore aspire to maintain the highest level of integrity towards our students, staff, the academic community and society as a whole.

Realising our ambitions demands clarity about the aims of our university, its foremost responsibilities and the values and principles that guide everyone’s actions. It also requires effort and commitment from all our students and staff to give expression to these objectives in their day-to-day activities and to let it be at the heart of everything we do.

This Code of Integrity is therefore essential, since it provides a context and stimulus for a mutual exchange of ideas about what motivates us and binds us together as Erasmians, and to call us to account for our actions, irrespective of the positions that we hold.

Doing the right thing, every day, goes beyond adhering to ethical and legal rules. It’s about creating a culture of integrity, which is the foundation for our collective efforts. This Code of Integrity will help us in this pursuit.

The Executive Board / University Council
Who we are: being an Erasmian
Our mission: creating positive societal impact

Our mission is to create positive societal impact. We want to make a real difference, as a knowledge generator at the very heart of society.

Our mission serves as a compass, guiding our decisions. Similarly, our way of thinking and working will be guided—and recognised by our community and beyond—by the values that we express and embody in everything we do. That is what we proudly call ‘the Erasmian Way’.

Mission statement

Our mission is to make a positive impact on societal challenges. We strive to understand and make progress towards solving complex societal challenges, aligning our core activities of education and research in close cooperation with our local and global partners. We achieve our mission by being a research-intensive academic institution that develops and shares excellent scientific knowledge and skills.

Our education helps students develop the skills required for the current and future job market, with the inspiration and ability to contribute to positive societal impact. Our research is driven by the curiosity of our academic staff and a strong focus on quality and relevance. This leads to a research portfolio covering the full continuum from fundamental to more applied research, each essential in fulfilling our mission.

The Erasmian Way

Being an Erasmian means being a world citizen and embracing societal engagement with an open and critical mindset. But it also means looking at how we do so in an entrepreneurial, innovative way, based on diverse backgrounds and opinions, always unifying and collaborating, taking action and willing to be unconventional and daring when the situation calls for it.

Our ongoing dialogue about what ‘being an Erasmian’ means to us all will not only enrich our understanding of how to apply these values in practice, but also help us to embed them into our very DNA as EUR researchers, educators, students and staff, so that our work and our presence in society will reflect what we share as ‘Erasmians’.
Engaged with society
In our role as a university, we feel a sense of responsibility to deliver added value in resolving the complex problems of today’s society. Impact implies societal engagement. It also entails commitment to egalitarian and democratic values, as well as inclusion and a culture of dialogue and debate – and commitment to research and education that truly has an impact in the region, in our country, and in the world as a whole. Our students and employees embrace the ethos of societal engagement and equal opportunity.

World citizen
In the spirit of Erasmus himself, world citizen and the namesake of our university, our students, researchers, educators and alumni achieve new scientific insights and create solutions for regional and global challenges in society. An ethos of dialogue is an intrinsic aspect. Students are educated to become experts in their own individual discipline or in a multidisciplinary context, equipped with the knowledge and insights they need to establish connections. Our research and education are interdisciplinary and multidisciplinary, building on our solid foundation of monodisciplinary knowledge and expertise. This is supported by new, co-creative and inclusive ways of working and collaborating. Connections are integral to the way we think and work.

Connecting
Societal impact implies connection, convergence, collaboration: building bridges between different scientific disciplines, working together in collaboration with society. An ethos of dialogue is an intrinsic aspect. Students are educated to become experts in their own individual discipline or in a multidisciplinary context, equipped with the knowledge and insights they need to establish connections. Our research and education are interdisciplinary and multidisciplinary, building on our solid foundation of monodisciplinary knowledge and expertise. This is supported by new, co-creative and inclusive ways of working and collaborating. Connections are integral to the way we think and work.

Entrepreneurial
Building on the legacy left by our founding fathers, our university is defined by an entrepreneurial mind-set: a can-do culture focused on results, experimentation and innovation. Unafraid to stray from the beaten path at times, daring and sometimes unconventional. Building bridges between past inspirations and present challenges, framed by our shared values. Our students, educators and researchers play an active role in how research and knowledge are put into practice. Our dedication to experimenting and innovating is also applied to our own research and education. An entrepreneurial mind-set means accepting ownership and taking responsibility as well.

Open-minded
Erasmus was an adamant advocate of freedom and tolerance. We encourage our community to take part in the academic debate on the basis of their own strengths, talents and background. The diversity of our international and multicultural environment is reflected in our students and staff, we believe in the power of inclusion and academic freedom. We have an ethos of independence and integrity, striving for mutual understanding across social and cultural divides. Our students develop the knowledge and competences they need to accurately assess different angles and opinions. Academic faculty members set a good example and encourage healthy debate. As a community, we embrace a wide-ranging perspective on societal, political and ethical dilemmas. Opinions, accepted standards and personal values are introduced into the dialogue and subjected to critical debate.

Our foundational Erasmian values
The Erasmian Way is made explicit in our five foundational Erasmian values, which show who we are and what we stand for:

1. Engaged with society
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4. Entrepreneurial
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Our core responsibilities

Following our Erasmian values, we have a strong sense of responsibility, particularly towards the following groups:

**Students**
We offer high-quality and challenging academic education that includes both the development and the application of knowledge in a safe, healthy, inclusive and stimulating environment for all students. This means that we provide equal treatment and opportunities for everyone; that students can be themselves and have a sense of acceptance and belonging to the EUR community. This way our education lays the foundation for personal growth and a purpose- and impactful career in academia and/or the job market, both in the public and private sector.

**Staff**
We offer challenging, purposeful and diversified work, geared towards personal and professional growth with equal treatment and opportunities for everyone. We have a great deal of autonomy in our performance and development, are entitled to good terms of employment and have good working conditions that allow us to realize our full potential. This means that we are all able to work in a safe, healthy and inclusive environment; an environment where we can be ourselves and have a sense of acceptance and belonging to the EUR community.

**Academic community**
For the international and national academic community, we aim to be a centre of top research and education, and a partner in the further development of knowledge. We maintain intensive relations with other academic establishments and are open to and stimulate exchanges of knowledge and information. Our research and education are both fundamental and practice-oriented. The university is guided by the ethical norms and international standards established by the academic community.

**Society**
We contribute to societal progress through excellent and responsibly conducted academic research and education. We work closely with local communities in areas of mutual interest and importance. We share our knowledge with society, wherever possible, through open science, valorisation and public engagement. In our activities, we embrace the concept of sustainable development as a global footprint for dignity, peace and prosperity for all people and the planet, now and in the future.
Trust, respect for people, being transparent, and inspiring collaboration are our guiding principles.

Guiding principles: how we act

Whereas the previous section defines who we are as Erasmians, the following guiding principles characterise the conduct of our staff and students.
We are trustworthy

Trust is about believing in the reliability and ability of others. Trust gives people space and self-confidence to continue committing to the things they are good at. This means that we rely on each other’s expertise and good will and support the development of each other’s potential. It also means that we will not capture everything in rigid rules and procedures and that we allow room to make mistakes and to learn from them.

We are respectful

Respect means that we accept each other as we are. We respect each one’s individuality, talents, limitations and boundaries, including our own. This means that we do not accept nor tolerate behaviour that undermines our Erasmian values. Respect also means honesty. Honesty includes pointing out our behaviour and actions, giving and receiving constructive feedback, staying open for conversations and mutual understanding, and expressing expectations.
We are collaborative

Collaboration means that we rely on each other in realizing our pursuits. Collaboration exists between staff of departments, faculties and other universities, between students, between staff and between staff and students. It also means that we acknowledge that we can only thrive by working effectively in teams. Teamwork expresses itself in sharing and celebrating accomplishments, keeping one’s promises, doing what is expected of one and helping and inspiring one another in realizing our pursuits and shared goals.

We are transparent

Transparency is about openness, visibility, and accessibility in terms of action, behaviours, and results. Transparency means clearly showing where we stand, where we are headed, and how we deal with dilemmas that we might face. This will also hold us accountable for our actions, results, and behaviour in front of ourselves and others. Given our trustworthiness we trust others to deal with shared information in a responsible manner. We also respect each other’s privacy, and don’t share (personal) information if unnecessary.
Standards and norms: our rules

Academic integrity
- Professional academic research project
- Responsible research cooperation

Social integrity
- Reporting undesirable behaviour
- Avoiding conflict of interest in personal relationships

Organisational integrity
- Administering ancillary activities
- Objective procurement, tendering and enlistment
- Responsible ICT facilities and internet use
- Confidential use and protection of personal data
- Respectful use of university buildings, grounds and facilities

Our code of integrity standards and norms

Contact persons and facilities

- Confidential Advisor Research Integrity
- Research Integrity Committee
- Coordinator Academic Integrity
- Faculty Coordinator Research Integrity
- Ombudsperson

Whistleblower’s Committee
- Ombudsperson

Confidential Counsellor Undesirable Behaviour
- Committee Undesirable Behaviour
- Ombudsperson
Academic integrity relates to the ethical aspects of academic research and teaching

Professional academic research conduct
At EUR we strive towards a culture that stimulates to conduct research upholding the highest standards of integrity. Therefore, everyone involved in education and research bears a personal and collective responsibility for promoting and safeguarding research integrity. To promote and safeguard research integrity, researchers declare that they are familiar with and will adhere to the Netherlands Code of Conduct for Research Integrity on their appointment to EUR. This document by the Association of Universities in the Netherlands (VSNU) provides detailed elaboration on the general principles and rules for professional academic conduct and describes the five principles for research integrity:

• Honesty
• Scrupulousness
• Transparency
• Independence
• Responsibility

As we work towards open science, researchers are also expected to organise their data according to the EUR’s Research Data Management and FAIR principles.

Responsible research cooperation
At EUR we pursue close collaboration and co-creation with society. As we find ourselves working together with third parties more often, a conflict of interest might arise. A conflict of interest is defined as a situation in which someone, or someone’s relatives, has/have direct or indirect personal, financial, and/or business interests that may adversely influence the performance of their university tasks and responsibilities or conflict with the interests of the university. Therefore, in the performance of our duties, we must be alert to and avoid situations in which a direct or indirect interest exists or arises. As soon as an interest is identified, we should consider whether it is likely that the interest will interfere or appear to interfere with the interests of EUR. When making this assessment, it helps to ask ourselves whether objective third parties (including colleagues, managers and board members) could reasonably come to the conclusion that this interest might influence us to act in a manner which is not in the interests of EUR. If this type of conflict is encountered, we should always report it to our line manager. If in doubt, please contact your line manager to discuss the matter. More information and guidelines about working with third parties can be found in the EUR Impact and Innovation Regulation.

Contact persons and facilities for academic integrity: Confidential Advisor Research Integrity, Committee Research Integrity, Central Coordinator and Faculty Coordinators Research Integrity

The Confidential Advisor Research Integrity is the first point of contact for questions or circumstances relating to academic integrity and suspected violation of research integrity by current or former EUR employees or students. The main task of the Confidential Advisor Research Integrity is to provide advice as well as to indicate the possible routes and procedures to be followed. Together with the complainant, the Confidential Advisor Research Integrity will assess the nature and gravity of the suspected violations in order to explore possible courses of action. Anyone who is confronted with a possible violation of research integrity has the possibility to file a complaint through the EUR Scientific Integrity Complaints Procedure which is handled by the Scientific Integrity Committee. When unsure as how to move forward one can also seek advice from the Faculty Research Integrity Coordinator.
Avoiding conflict of interests in personal relationships

At EUR we find a balance between personal and professional relationships and encourage all students and employees to open up and talk about undesirable behaviour when it is encountered, for example with the Confidential Counsellor Undesirable Behaviour or Student Counsellor. Another option after experiencing harassment and other. Sometimes, this might not always be an option, or previous steps didn't lead to improvements, in any case, you can also consult the Ombudsperson at EUR. Students can also contact the Ombudsperson for both students and employees that serve as the contact person for undesirable behaviour. The Ombudsperson has been consulted with unwelcome behaviour (including sexual harassment, aggression, abuse, bullying, discrimination or unfair treatment in their study or work. The Ombudsperson can offer support for questions, dilemmas or conflicts in the form of an in-depth conversation, for example, or advice, referral, mediation or start an independent investigation. All contacts with the Ombudsperson are handled in confidence. Also, the Ombudsperson is impartial and independent and is not subject to any authority.
Confidential use and protection of personal data and information

At the EUR we want to use confidential data and personal data responsibly. Due to the nature of our roles, we have access to a great deal of confidential information and personal data. Under Article 1.16 of the Collective Labour Agreement for Dutch Universities, everyone is obliged to keep all information derived from their position confidential. For example, any information concerning the EUR to which the public does not have general access should always be treated as confidential. This obligation also applies following termination of the employment contract. Protecting confidentiality and personal data does not only mean that we should refrain from disclosing any confidential information, but also that we should prevent unauthorised parties from gaining access to it. To this end, we must all be aware of the risks involved and comply with specific security rules and immediately report data breaches to the Data Protection Officer via: dpo@eur.nl or the IT Servicedesk via servicedesk@eur.nl or +31 (0)10 – 808 1100 (24/7 available).

Respectful use of university buildings, grounds and facilities

At EUR we want to make respectful use of our university buildings, grounds and facilities, comply with the rules, and respect the rights of all parties, both in- and outside. For the performance of our tasks, we are given access to university resources and facilities such as a workplace, a computer, office supplies, printers and copiers, an email address and internet access. In most cases, employees are also provided with a laptop, tablet or telephone. We respect the fact that these resources have been financed with public funds and use these resources and facilities for their intended purpose and treat them with proper care. We are also careful and considerate in dealing with these resources and facilities as well as to take into account any specific conditions of use and security rules or contractual conditions that apply. The use of EUR’s buildings, ground and facilities is subject to the Order Regulations for EUR Buildings, Grounds and Facilities. If in doubt, we should discuss the matter with our line manager or the Erasmus Student Service Centre.

Contact persons and facilities for organisational integrity: Regulation on Reporting Misconduct, Whistleblowers’ Committee and Ombudsperson

Any suspicion of illegal or immoral practices, involving major social or institutional interests, can safely be addressed through the Regulations on Reporting Suspicion of Wrongdoings EUR. The regulations aim to provide employees and students with the possibility to make timely notice of any suspected misconduct, so that the competent authority can take measures to prevent further harm. It also ensures the protection to those who report in good faith. One can also ask for advice via the Dutch Whistleblowers Authority or contact the Ombudsperson.

*An overview of regulations and guidelines can be found here (https://www.eur.nl/en/about-eur/policy-and-regulations)
Embedding
This Code of Integrity tells us who we are and what we stand for and sets out the standards of integrity and related behaviour that is expected of us at all times. We’re sometimes faced with situations where there is no obvious answer. If we are unsure what is the right thing to do, we should stop and ask ourselves:

• Do I understand the risks and implications of my action?
• Do I act in line with this Code of Integrity?
• Would I feel okay if this appears in the news?

In order to enhance our capability of dealing with difficult dilemma’s and further developing our ‘moral compass’, we have also developed the Dilemma Game. The Dilemma Game app allows us to practice our ethical decision-making skills anytime, anywhere on our own or together with our peers or colleagues.

When questions or concerns remain about the implementation of this Code of Integrity, you can raise this within your own working or study environment, for example by contacting your line manager, Student Counsellor or HR Business Partner. When concerns remain, you can also report the dispute or complaint via the aforementioned contact persons and facilities.

As we are part of the EUR community, we are not only concerned with the set of values, principles and norms underlying our own actions, but also for conveying these to our immediate surroundings. If we believe that this Code is being breached, we should take action. For example by:

• Talking to the person(s) involved
• Talking to our line manager, HR Business Partner, Legal Affairs, Confidential Counsellor, Undesirable Behaviour, Student Counsellor, Confidential Advisor Research Integrity, Faculty Coordinator Research Integrity, or Ombudsperson
• Reporting the dispute

If mutual correction does not have the intended effect, this may lead to proportional measures after hearing all parties. The proper embedding of this Code in our university’s culture, however, will help to prevent the need for addressing reprehensible conduct.

Fully aware of this challenge, personal and professional leadership will play a key role. By giving the right example in our personal and professional leadership, we demonstrate responsibility and ownership in the execution of our mission, core values and responsibilities, guiding principles and standards and norms.

By embracing and demonstrating the content of this Code of Integrity, we can proudly call ourselves Erasmusians, creating a positive societal impact, the Erasmian Way.

Proudly called ourselves Erasmians, creating a positive societal impact, the Erasmian Way.

We encourage open discussion and dialogue about the content of this Code, for this is essential to finding the right answers together and vital to realise an open, safe, and inclusive culture in which ethical behaviour is deeply embedded.