

*This is a translation only. In case of conflict, the Dutch version is leading*

**Regulations relating to the maintenance of order in EUR buildings and on EUR grounds and relating to the efficient and legal use of EUR provisions.**

**Article 1.**

The duty to observe EUR rules, guidelines and instructions for the correct **common practice on EUR grounds and in EUR buildings and for the responsible use of EUR provisions (disciplinary rules); publication of the disciplinary rules; the authority of the managers; appropriate behaviour.**

1. A person in EUR buildings or on EUR grounds or who uses EUR provisions must observe and follow, immediately and conscientiously, the rules, guidelines and instructions issued by the Executive Board for maintaining order and the further correct common practice in EUR buildings and on EUR grounds (\* please see the note) or rules issued for the efficient and lawful use of EUR provisions, hereinafter called **the disciplinary rules**, to ensure that he:
  - a. does not directly or indirectly inflict damage or unacceptable inconvenience to EUR or to other persons who are also in EUR buildings or on EUR grounds or who use EUR provisions,
  - b. does not infringe on EUR's rights or the rights of other persons who are also in EUR buildings or on EUR grounds or who use EUR provisions,
  - c. does not act in breach of any legal obligation, and
  - d. does not act in breach of the generally accepted standards of behaviour towards another person or possession.
2. Wearing items of clothing and/or accessories that cover the face and/or eyes is prohibited in the following situations:
  - a. in every educational situation in which lecturers and students interact or students interact among themselves, in which those items of clothing and/or accessories could obstruct non-verbal communication, or
  - b. when sitting examinations, whereby those items of clothing, and /or accessories could prevent identification or could obstruct non-verbal communication, in the event of an oral examination, or
  - c. other situations in which certainty of the identity of the student is required.
3. The disciplinary rules - after being passed by the Board, another authority or an authorised officer - should be adequately publicised using EUR information channels to all those persons in EUR buildings or on EUR grounds or who use EUR provisions.
4. Without prejudice to the Board's authority to set rules, the managers, as intended in Article 41 of the EUR Administration and Management Regulations (BBR-EUR), hereinafter called: the managers, may set more specific disciplinary rules on behalf of the Executive Board with a view to the correct common practice in EUR buildings and/or on EUR grounds or pertaining to the use of EUR provisions. They shall publicise these rules adequately and ensure that the Board receives a copy of any specific disciplinary rules they set.

(\* ) This concerns rules - as provided by law - for ensuring order and the correct common practice in buildings and on the grounds and the rules for the use of EUR provisions, e.g. fire regulations and other safety regulations, parking regulations for cars and bikes on EUR grounds, the rules enforcing the smoking ban in EUR public areas, the administration system for the deposit of personal property, rules on the use of EUR network facilities, etc.

## **Article 2.**

### **Measures taken in the event of a breach of disciplinary rules or in the event of unacceptable behaviour.**

1. The Board or a manager may impose measures on a person who does not observe these regulations, pursuant to the procedure described in these regulations.
2. For a member of staff, a student or a third party these measures may include:
  - a. a conditional, temporary or permanent denial of access to (one or more areas of) EUR buildings and EUR grounds
  - b. a conditional, temporary or permanent denial of the use of EUR provisions
  - c. a fine, if this has been agreed, or is deemed to have been agreed, by contract, with a member of the staff or a student
  - d. a warning
  - e. a written reprimand for a member of staff,
  - f. immediate exclusion from participation in the educational situation in question or the examination in question
  - g. any other appropriate disciplinary measure.

## **Article 3.**

### **A temporary denial of access to EUR buildings and EUR grounds or denial of the use of an EUR provision.**

1. A manager may temporarily deny the student (i.e. a person who is otherwise enrolled at EUR), the member of staff or third party, who - despite a written or verbal warning or reprimand by an authority or officer with the authority to do so - acts, or continues to act, in breach of the disciplinary rules, access to EUR buildings and EUR grounds or parts thereof and/or the use of university or faculty provisions with immediate effect and for a period not exceeding 10 working days, if and insofar an immediate denial is necessary, in the manager's opinion, considering the circumstances of the case.
2. The manager shall draw up a report on that denial as soon as possible and shall send this report to the affected party and to the Board.
3. The manager shall also indicate whether - in his opinion - further denial, temporary and/or permanent, is necessary and - if that is the case - for how long and for which (parts of) EUR buildings, grounds or provisions this measure should apply and - if he proposes a temporary denial - which conditions should be set.
4. The person, regarding whom any measure as intended in these regulations is being considered or on whom any measure, for the sake of speed, has been imposed by or on behalf of the manager in question or the Board, shall be given the opportunity in advance to account for his actions, either verbally or in writing, or if this was impossible as the measure was imposed for the sake of speed, at a later time but as soon as possible, The affected party is permitted the assistance of a counsel.

#### **Article 4.**

#### **A request to (temporarily or permanently) deny access to EUR buildings and EUR grounds or to deny the use of EUR provisions.**

1. A manager may request the Board to temporarily or definitely deny access to EUR buildings and EUR grounds or parts thereof and/or the use of EUR provisions to a person who acts in breach of the provisions of Article 1 of these regulations or who does not observe one or more conditions set with regard to a measure.
2. A copy of that request shall be sent to the person with respect to whom the request for denial is submitted.
3. The Board shall respond with a decision on the request, as intended in the first paragraph of this Article, within a reasonable term.
4. Prior to making a decision, the Board shall give the person on whom the proposed measure is to be imposed the opportunity to be heard. The affected party is permitted the assistance of a counsel.
5. Temporary denial always entails the following:
  - a. an indication of the (parts of) EUR buildings or grounds or the use of EUR provisions to which the temporary denial shall apply,
  - b. the term for which the temporary denial shall apply,
  - c. the conditions that shall be implemented in the event of failure to observe the denial and
  - d. the reasons on which the temporary denial is based.
6. A permanent denial always entails the following:
  - a. an indication of the (parts of) EUR buildings or grounds or the use of EUR provisions to which the permanent denial shall apply,
  - b. the term for which the permanent denial shall apply,
  - c. the reasons on which the permanent denial is based.
7. If the affected party cannot be heard in due time or cannot be given the opportunity to be heard because - in the opinion of the Board - the seriousness of the situation necessitates an immediate denial, the Board may - pending a decision as intended in the first paragraph - renew the temporary denial intended in Article 3, first paragraph, by a term not exceeding ten working days or impose a temporary denial for a term of up to ten days, without the affected party being heard. The affected party shall be offered the opportunity to be heard as soon as possible after the measure has been imposed.

**Article 5.****Termination of a denial of access to EUR buildings and grounds or for the use of EUR provisions.**

1. The Board may, of its own volition or at the request of the person on whom a measure has been imposed, as intended in these regulations, end a temporary or permanent denial, before expiry of the term to which the imposition applies or limit the scope of the denial, if there are well-founded reasons for this.
2. The Board shall not make a decision on a request as intended in the first paragraph before the manager in question has been heard and the requesting party has been given the opportunity to provide a verbal explanation for his request.
3. The Board may set (further) conditions on the termination or the limitation of access or use.
4. If, in the Board's opinion, the person regarding whom the proposal has been made has not met the (further) conditions set by the Board, the conditional or permanent denial originally imposed will be restored; the period that has expired since the termination or limitation of the denial shall, in that event, not be deducted from the term originally given.

**Article 6.****Measures imposed on members of EUR staff.**

The Board may also impose on a person who, as a consequence of any employment contract is employed at EUR, and who does not observe these rules, guidelines and instructions, any other disciplinary measure that the Board - considering the circumstances of the case - deems appropriate.

**Article 7.****Objections; appeals.**

1. A student whose interests are directly concerned may file an objection with the Board against any decision, as intended in these regulations, and following this, lodge an appeal against the decision with the Higher Education Appeals Tribunal in The Hague.
2. Any affected party other than a student may file an objection with the Board against any decision, as intended in these regulations, and following this, lodge an appeal against the decision with the competent Court.
3. The objection or appeal will not suspend any decision as intended in these regulations.

**Article 8. Entry into effect.**

These regulations became effective on 1 September 2006 on expiry of the relevant EUR regulations dated April 2000.