

Code of Ethics and Good Practice of the Athens University of Economics and Business

******In case of any discrepancy or doubt in interpretation, the Greek version of
this Regulation shall prevail******

THE SENATE OF THE ATHENS UNIVERSITY OF ECONOMICS AND BUSINESS

Considering:

1. Point (a), paragraph 2, article 217 of Law 4957/2022 “New Horizons in Higher Education Institutions: Enhancing quality, functionality, and the connection of HEIs with society and other provisions” (Government Gazette A’ 141),
2. Point (th), paragraph 2, article 5 of Law 3469/2006 “National Printing Office, Government Gazette and other provisions” (Government Gazette A’ 131),
3. Article 90 of the Code of Legislation for the Government and Government Bodies (Presidential Decree 63/2005, A’ 96), as maintained in force by paragraph 22 of article 119 of Law 4622/2019 (A’ 133),
4. Paragraph A3 of the circular no. 119929/Z1/30-09-2022 of the General Secretary for Higher Education of the Ministry of Education and Religious Affairs, titled “Clarifications regarding the implementation of the provisions of Law 4957/2022 on the establishment, organization, and operation of collective bodies of HEIs and their academic units, the selection of single-member bodies of HEIs and their academic units, and other issues,”
5. Rector’s Act no. 4503/01.09.2022 (ADA: ΨBAΨ469B4MΨ-ΛΙ) regarding the reconstitution of the Senate of the Athens University of Economics and Business as of 01.09.2022,
6. The decision of the Rector’s Council (1st Meeting/08.09.2022/5) regarding the formation of the Ethics Committee of the Athens University of Economics and Business,
7. The recommendation no. Official Note 766/02.12.2022 by the Vice Rector for Academic Affairs and Personnel, accompanied by the “Code of Ethics and Good Practice,”
8. The fact that, according to article 90 of Presidential Decree 63/2005 “Code of Legislation for the Government and Government Bodies,” the implementation of this decision does not incur any expense to the state budget or the budget of the Athens University of Economics and Business,

Decides:

To approve the “Code of Ethics and Good Practice” of the Athens University of Economics and Business, which is as follows:

**CODE OF ETHICS AND GOOD PRACTICE OF THE ATHENS UNIVERSITY OF
ECONOMICS AND BUSINESS**

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CHAPTER A

PURPOSE – SCOPE OF APPLICATION

Article 1 – Purpose

The purpose of this Code is to establish a framework of principles and rules of ethics and good practices in relation to the academic, administrative, and research functions of the Institution.

Article 2 – Scope of Application

1. This Code applies to all members of the academic community of the Institution, to its students — undergraduate, postgraduate, doctoral, and postdoctoral — as well as to any other individual associated with the application of this Code in accordance with the applicable legislation, decisions, and procedures of the Institution (hereinafter collectively referred to as the "Members of the Institution" or "Members").
2. The academic community includes all members of the teaching and/or research staff of the Institution, as defined in Article 5 of this Code, as well as administrative personnel, contract staff, and, in general, all individuals collaborating with the Institution (e.g., external associates), depending on the tasks assigned to them at any given time.
3. Members of the Institution shall comply with the present ethical rules of the Institution in the performance of their duties, without prejudice to any additional obligations arising from adherence to professional codes of conduct applicable to specific professional sectors. This obligation applies regardless of whether the relevant work is carried out on the premises of the Institution or elsewhere.

CHAPTER B

FUNDAMENTAL PRINCIPLES AND RULES OF ETHICS IN ACADEMIC AND ADMINISTRATIVE MATTERS

Article 3 – Ethics in Relation to the Members of the Institution

1. This Code is founded on the principles of academic freedom in science, research, and teaching, as defined by applicable legislation. Additional core principles for upholding the Code include the physical and intellectual integrity of the individual, human dignity, the principle of equality, respect for nature and the environment, intellectual property rights, and the protection of personal data.
2. Specifically, this Code, as developed in accordance with Article 10 hereof, is guided by the principles and rules set out in Law 4957/2022.
3. The Members of the Institution acknowledge, understand, and comply with the Institution's goals, particularly regarding:

- a. Enhancing education, research, technology, and innovation.
- b. Promoting the connection of the Institution's initiatives with society, the economy, other research and technological bodies, and the country's productive sector.
- c. Strengthening quality, excellence, efficiency, transparency, and institutional self-governance.
- d. Governing the Institution according to the principles of transparency and accountability.
- e. Promoting interdisciplinarity.
- f. Enhancing outward-looking approaches in education and research and developing channels of communication and collaboration with foreign institutions and promoting student mobility.
- g. Ensuring merit-based operation in matters of personnel promotion and advancement.
- h. Promoting and implementing development tools and strategic planning initiatives.
- i. Implementing digital transformation tools.
- j. Supporting access for people with disabilities and special educational needs, as well as generally ensuring inclusive practices.
- k. Encouraging actions that promote the Institution's work for the benefit of its members and society at large.

4. In the performance of their duties, the Members of the Institution must avoid any type or form of discrimination toward the recipients of their work, based on nationality, race, origin, language, gender, religion, private life, sexual orientation, physical ability, or economic and social status.

5. Members of the Institution shall behave with due respect in the exercise of their responsibilities and shall avoid any direct or indirect discrimination or any form of harassment. Exploitation of their position in any way, particularly in cases involving academic rank or institutional authority, to coerce other members of the academic community into specific actions, omissions, judgments, or voting decisions, is strictly prohibited.

6. Members of the Institution shall comply with the rules governing the Institution's operation, demonstrating the necessary respect and responsibility to ensure their observance and to support the Institution's smooth and effective functioning. In this context, the relationships they develop with the Institution in the exercise of their duties and in their overall engagement with or on behalf of the Institution shall be governed by a spirit of cooperation, solidarity, and trust.

7. Each Member of the Institution contributes through their actions, initiatives, synergies, and adoption of good practices to the cultivation of a culture of academic civility and decorum.
8. Each Member of the Institution contributes, in accordance with their role and responsibilities, to the observance of the aforementioned operational principles of the Institution and the achievement of its goals, in compliance with the applicable laws and the Institution's Internal Regulations.
9. Members of the Institution shall distinguish their personal beliefs from their professional duties, ensuring that such beliefs do not negatively affect the fulfillment of the Institution's mission or the overall production of its academic, research, or administrative output.
10. Professors and all categories of teaching staff must treat the Institution's administrative personnel with due respect. In particular, they must not request the performance of tasks outside the scope of these employees' responsibilities, nor demand the prioritization of personal requests to the detriment of the Institution's smooth operation.
11. Professors and all categories of teaching staff must refrain, in their public life outside the University, from using their academic title in ways that could potentially expose or discredit the Institution or in order to gain any kind of benefit unrelated to or incompatible with their academic role.
12. Members of the Institution shall abstain from any act or behavior that is contrary to the law, public decency, or that could damage the reputation and integrity of themselves or the Institution. They shall ensure the maintenance of a climate conducive to the Institution's smooth and efficient functioning, in pursuit of its operational goals.

Article 4

Ethics in Relation to Governance and the Administrative Bodies of the Institution

1. Members of the Institution acknowledge and understand the governance rules of the Institution, as amended from time to time, and comply with them.
2. Members of the Institution's collective bodies shall exercise diligence and responsibility in their participation in such bodies and in the performance of their assigned duties and responsibilities, in accordance with the regulations and operating procedures of each body. The same diligence and responsibility shall be demonstrated by the individual (single-member) governing bodies of the Institution.
3. Members of collective bodies shall act in a spirit of collegiality, solidarity, and cooperation. They shall serve and promote the objectives of the body by exercising their duties lawfully and effectively. In particular, professors and all categories of teaching staff must participate consistently in the collective bodies of the Institution, as required by law.

They must also refrain from unjustifiably refusing to perform administrative or academic duties assigned to them by the Institution's individual or collective bodies.

4. All Members of the Institution must show due respect to the governing bodies of the Institution and act in a manner consistent with and in accordance with the operational principles of the Institution.

Article 5

Special Ethical Rules Regarding the Teaching and/or Research Staff

1. For the purposes of this Code, members of the teaching and/or research staff include all faculty and research personnel and other teaching categories of the Institution, as defined by applicable law. This includes, in particular: the faculty members (Teaching and Research Staff members), teaching and research support staff (Special Teaching Staff members, Laboratory Teaching Staff members, Special Technical Laboratory Staff members) scientific associates, contract lecturers, adjunct teaching staff, and visiting professors

2. The teaching and/or research staff shall perform their duties in accordance with the law, and with the specific rules, regulations, and procedures of the Institution. In this context, they shall:

a. Ensure that their teaching and research work is carried out with diligence, integrity, and responsibility.

b. Fulfill their teaching duties in person. Assigning teaching responsibilities to third parties is strictly prohibited, except by way of exception and only with the prior approval of the competent department authority to which the instructor belongs.

c. Exercise their responsibilities while fostering an atmosphere of collaboration and solidarity with colleagues, students, and other members of the Institution, actively contributing to the development of an academic culture.

d. Act objectively and impartially, upholding the principles of equal treatment of students and in every evaluative or decision-making process in which they participate (as instructors, examiners, researchers, or as members of institutional or inter-institutional bodies or committees as defined by law).

e. Evaluate and grade their students impartially and transparently.

f. Treat students with due respect and proper care. Coercing students into performing tasks unrelated to their academic duties or obligations, particularly for the purpose of providing any personal benefit to instructors, constitutes a serious disciplinary offense.

g. Safeguard the confidentiality and privacy of private or sensitive information concerning colleagues, students, or third parties, that may come to their knowledge in the course of performing their lawful duties.

3. The teaching and/or research staff shall adhere to the above ethical standards in all aspects of their responsibilities, particularly in teaching, providing academic guidance, student reception and communication, conducting examinations, and evaluating and grading students.

Article 6

Specific Code of Conduct Rules Regarding Students

1. Students shall comply with the provisions of this Code, as well as the general rules, regulations, and procedures of the Institution, in order to ensure its smooth and lawful operation for the benefit of both themselves and the academic community as a whole.

2. In this context, students shall fulfill their academic obligations with diligence and responsibility, and in particular:

a. Attend classes and laboratories properly and in accordance with the prescribed terms and conditions.

b. Contribute to the smooth and effective operation of courses or laboratories, refraining from any act or behavior that could negatively impact their delivery.

c. Fulfill the obligations they undertake in the context of attending courses or laboratories, especially regarding individual or group assignments and other academic activities.

d. Contribute to building cooperative and collective relationships among fellow students.

e. Behave respectfully and courteously towards instructors and other members of the Institution.

f. Follow the guidance and instructions provided by their instructors or other competent bodies and services of the Institution.

g. Adhere to principles of research ethics, particularly regarding the protection of intellectual property rights, as specified in Article 9 of this Code.

h. Participate in examinations in accordance with the relevant rules and regulations of the Institution, refraining from any act or behavior that may disrupt or jeopardize their smooth conduct or prevent their participation—such as cheating, or the use of unauthorized items, documents, or devices—while also ensuring the integrity of the examination process.

i. Participate in the evaluation of instructors and institutional structures by submitting their views in an objective, fair, and impartial manner, with the aim of improving academic quality at the Institution.

j. Use the Institution's facilities, infrastructure, and equipment, especially laboratories, information systems, structures, and resources—legally, respectfully, and responsibly at all times.

- k. Safeguard the cleanliness of the premises and avoid causing or fostering disturbances or inappropriate behavior that may result in damage to buildings, facilities, or property.
- l. Prevent the use of the Institution's premises or facilities for illegal activities or actions that could damage the image or reputation of the Institution.
- m. Refrain from participating in acts incompatible with the academic mission of the Institution, or that hinder the smooth functioning of its bodies and services, or that obstruct academic freedom in teaching and research, as well as the free expression and circulation of ideas.
- n. Abstain from any act or behavior that could damage the property of the Institution (e.g., educational or laboratory equipment) or harm its reputation and that of its members.
- o. Use computers and workstations only with proper authorization.
- p. Participate in the Student Council in accordance with the provisions of the law, ensuring its smooth, lawful, and effective operation.
- q. Conduct themselves lawfully and always in a manner consistent with the Institution's operations when engaging in student-related activities and events.

CHAPTER C

CODE OF ETHICS ON RESEARCH MATTERS

Article 7 — Scope of Application

1. The provisions of this Chapter apply to any research or development activity (jointly referred to as "research") conducted under the responsibility or with the participation of the scientific personnel of the Institution. This includes, in particular, members of the academic community of the Institution or other Members thereof, whether carried out on or off campus, with or without funding.
2. For the purposes of this Code and in accordance with applicable legislation:
 - *Research activity* refers to any systematic and creative work undertaken with the aim of increasing the stock of knowledge, including knowledge of humanity, culture, and society.
 - *Development activity* refers to any systematic work using existing knowledge to develop new applications, particularly for the creation of new materials, products, or equipment, as well as the introduction of new processes, systems, or services or the improvement of existing ones.
3. The following also fall under the scope of ethical conduct in research matters according to this Chapter:
 - a. Activities involving the provision of specialized services, training programs, or other scientific applications managed by the Special Account for Research Funds and the Lifelong Learning Center of the Institution, as defined by applicable law. These provisions

apply not only to Scientific Supervisors but also to other individuals collaborating with them, such as assistants or associates, during the preparation or implementation of projects involving such specialized services, training programs, or scientific applications.

b. All types of undergraduate, postgraduate, doctoral, or postdoctoral theses carried out by students, as well as any other related research activities they undertake, such as collaborating—whether funded or not—in research or development projects developed by researchers, including Scientific Supervisors at the Institution, Special Account for Research Funds and the Lifelong Learning Center. These provisions apply to all students engaged in such undergraduate, postgraduate, doctoral, or postdoctoral work.

4. The provisions of this Chapter are subject to the more specific research ethics rules established by the Regulation of Principles and Research of the Research Ethics and Deontology Committee of the Institution, as specified in Article 277 of Law 4957/2022, and as drafted according to the provisions of paragraph 5, Article 281 of the same law.

Article 8

Ethical Rules in Research

1. Every research activity must be conducted with respect for academic freedom, scientific truth, life, nature and the environment, the biological and intellectual integrity of the human being, human dignity, intellectual property, and personal data. Research must avoid any form of preferential treatment or discrimination against individuals involved, based on ethnicity, race, national origin, language, gender, religion, private life, physical ability, or socioeconomic status.

2. When undertaking, conducting, and publishing the results of research, researchers must ensure that:

a. All necessary and required permits for the implementation of the specific research have been obtained from the competent authorities.

b. No conflict of interest exists or arises during the research that could prevent or hinder the objective and scientifically impartial conduct of the research.

c. Any special legislative provisions applicable to the specific type of research are respected.

d. Under no circumstances are the provisions of existing legislation concerning the protection of personal data violated.

e. Under no circumstances is the protection of intellectual property violated.

3. Researchers are obligated to disclose the source(s) of funding for their research.

4. Agreements for the funding of a research project must not include clauses that clearly endanger researchers' freedom in the design, conduct, or formulation of conclusions of their research.

5. The design and conduct of a research project must be based on the principles and rules of scientific documentation. The fabrication or falsification of research results is strictly prohibited.
6. Researchers must ensure compliance with the current legislation concerning the adoption of measures and adherence to safety rules during the undertaking and execution of their research activities.
7. Principal Investigators (PIs) of research programs must provide concise, honest, and adequate information to participants or individuals directly affected by the research, regarding the program's objectives. When citizens' consent is required for participation, such information must be complete. Non-participating individuals who are nonetheless directly affected must also be informed.
8. During the conduct of research, collaborators enjoy freedom of thought and expression of opinion but must follow the rules established by the Principal Investigator. Collaborators are required to:
 - a) conduct their research activity with the primary aim of advancing scientific knowledge and benefiting society;
 - b) comply with the legislation relevant to the subject of their research and with the ethical rules of their profession and this Code.
9. In collaborative research, the Principal Investigator must ensure that all team members adhere to the principles and ethical standards. Respect for each researcher's individual contribution, transparency, and mutual information sharing are obligations for all participants.
10. In the case of externally funded research, procedures described in the respective funding guides of the Special Account for Research Funds and the Lifelong Learning Center of the Institution must be followed.
11. Signs, announcements, and general promotional materials of research programs must be designed and used in a way that serves to inform the scientific community and the public. Acknowledgment of sponsors in team activities or materials must be done carefully to avoid confusion about the research body, prevent the impression of advertising a specific product, or suggest a permanent association between the sponsor and the Institution. Promotional signs and printed materials must mention all contributors to the research.
12. Invocation of an administrative title held by a faculty member (Teaching and Research Staff members) in a collective body for the purpose of seeking external funding related to an academic unit must be done with the consent of that collective body. For special categories of faculty members (e.g., lawyers), additional binding obligations related to their profession apply.

13. If the Research Ethics Committee identifies a violation of ethical rules or a disciplinary offense by Principal Investigators or their collaborators during the investigation of an incident, it submits the relevant findings to the Rector, who then evaluates the case and takes appropriate legal action.

Article 9

Code of Ethics Regarding Copyright and Publications

1. The reproduction, in whole or in part, of third-party intellectual works (books, articles, papers, etc.), as well as their translation, adaptation, distortion, or imitation, is strictly prohibited without the permission of the creator. This prohibition applies regardless of the form of reproduction (print, digital, photographic, etc.). Without prejudice to civil or criminal penalties, any violation of the above by a member of the Institution constitutes a disciplinary offense subject to the penalties outlined in Article 179 of Law 4957/2022.

2. By exception, it does not constitute a violation of intellectual property law (Law 2121/1993) to reproduce, without the creator's permission and without compensation, lawfully published newspaper or magazine articles, short excerpts of works or parts of short works, or visual arts works that have been legally published, provided that such reproduction is done solely to facilitate teaching or examinations at the Institution, to the extent justified by the intended purpose, is in accordance with fair practice, and does not hinder normal exploitation. The reproduction must be accompanied by the source and the names of the author and publisher, if these appear in the source.

3. The penalties described in paragraph 1 also apply to disciplinary offenses such as copying, forgery, identity fraud, plagiarism, and other similar violations, as specified in Article 177(2) and Article 197 of Law 4957/2022.

4. Indicative examples of breaches of the code of ethics include:

- a. Failure to acknowledge third-party intellectual contributions in any published work, or inclusion of individuals as authors or co-authors without actual intellectual contribution.
- b. Copying published research by others (e.g. from the internet).
- c. Falsifying data or other research elements, unauthorized collection and use of data, or other forms of deception regarding data use.
- d. Illegally appropriating ideas or opinions recorded in writing or via software, systems, or data without proper consent or formal acknowledgment.
- e. Mismanagement or insufficient retention of research data or primary materials, when required for the project.
- f. Failure to disclose conflicts of interest, including sources of funding, especially where the sponsor has a vested interest in the research outcomes.
- g. Breach of confidentiality obligations arising from contracts or other legal requirements.
- h. Presenting previously published research as new, misleading others about its timeframe.

- i. Commissioning others (paid or unpaid) to write or produce research and presenting it as one's own.
 - j. Making false or misleading statements regarding legal relationships or interests tied to the research, including undisclosed substantial interests of the researcher or funders.
 - k. Using parts of others' works (text, photo, video, etc., in print or digital form) without proper source citation.
 - l. Copying parts of texts from published works without proper referencing.
 - m. Presenting another person's research as one's own original work.
 - n. Reusing the same work for multiple courses, creating a misleading impression of meeting academic requirements.
 - o. In collaborative works, failing to mention co-authors or misrepresenting the order of contribution. It is recommended that researchers agree in writing or keep records (e.g., recordings, digital means) regarding collaboration and authorship arrangements.
5. When the intellectual output is the result of paid commissioned research under contract (by a public or private entity), special attention must be paid to fulfilling the contractual obligations outlined therein.
6. For the exploitation of potential proprietary rights (industrial or intellectual property), possible restrictions must be assessed, especially in cases where the work was produced using the Institution's resources or funding from another entity.
7. For postgraduate theses and doctoral dissertations, the intellectual property rights belong to the respective postgraduate or doctoral student. It is understood that these works must be original creations submitted for assessment by the competent academic committees.
8. When a postgraduate or doctoral student publishes original work stemming from their thesis or dissertation, any supervisor, researcher, or other individual who made a substantial contribution must be cited as a co-author in accordance with their contribution.
9. If the postgraduate or doctoral student publishes their thesis/dissertation in any form, they are required to cite the Institution, the School, and the Department in which the work was conducted. The same applies to all related publications.
10. If the Scientific Supervisor of a research project publishes part or all of its results in print or electronically, they are obliged to cite the Institution's name, provided the project was carried out within its premises.
11. Every member of the Institution's teaching and/or research staff is required to mention the Institution's name in all scientific presentations and publications. References to the Institution in a foreign language must use the officially approved name.

CHAPTER D

ETHICS COMMITTEE: RESPONSIBILITIES FOR DRAFTING AND REVISING THE CODE OF ETHICS – COMPLIANCE AND INVESTIGATION PROCEDURES FOR ALLEGED VIOLATIONS

Article 10

Procedure for Drafting and Enactment of the Code of Ethics

The present Code is drafted by the Ethics Committee and comes into effect upon its approval by the Senate, in accordance with Article 217 of Law 4957/2022. The Code of Ethics is incorporated into the Internal Regulations of the Institution, in compliance with the provisions of the law.

Article 11

Terms for Drafting and Revising the Code of Ethics

1. The Ethics Committee drafts a proposal for the Code of Ethics, taking into consideration the provisions of the law, best practices adopted by Higher Education Institutions domestically or internationally, as well as the general operational framework of the Institution.
2. The Ethics Committee may propose revisions to the Code of Ethics to the Rector, with a corresponding notification of its proposal to the Institution's Senate, in accordance with the specific provisions of the law. This proposal is submitted at the beginning of the relevant academic year as an annex to the Annual Report of the Ethics Committee, which is compiled and submitted to the Rector and simultaneously communicated to the Senate, in the context of fulfilling its lawful duties. Revision proposals may also be submitted outside of the aforementioned regular timeline, provided that the Rector is informed in advance and raises no objections.

Article 12

Compliance Procedures

1. For the implementation of the Code of Ethics, the competent administrative services of the Institution—including, in particular, the Human Resources Directorate and the relevant Secretariats of the Faculties' Departments—adopt procedures ensuring that all Members of the Institution are informed of the provisions of the Code and provide written confirmation that they will act in accordance with it.
2. The Ethics Committee is kept informed by the aforementioned competent services about the implementation and enforcement of these procedures.
3. Compliance with the Institution's rules of operation and the provisions of the present Code is an independent obligation and personal responsibility of each Member of the

Institution. The Ethics Committee undertakes the examination of alleged violations in accordance with the terms and procedure outlined in Article 13.

4. It is recommended that Members of the Institution inform the Rector in cases of suspected or potential violations of the Code of Ethics, or when there are suspicions or indications of such violations. The Ethics Committee, upon the Rector's directive, investigates incidents brought to the Rector's attention through such reports, and proceeds with the relevant examination of the case according to the provisions of Articles 13 through 16.

Article 13

Examination of Alleged Violations

1. The Ethics Committee does not function as a disciplinary body and has no authority to impose disciplinary sanctions.
2. The Ethics Committee examines alleged violations of the Code of Ethics under the following circumstances:
 - a. Upon directive by the Rector,
 - b. Following a written report or complaint submitted by a Member of the Institution (students, faculty members, members of the Special Teaching Staff, Laboratory Teaching Staff, Special Technical Laboratory Staff, researchers, visiting lecturers, and administrative personnel),
 - c. On its own initiative, provided it has lawfully acquired knowledge of the alleged violation. The Committee is deemed to have lawfully acquired such knowledge when informed:
 - ca) by the competent administrative services of the Institution (e.g., via email),
 - cb) by a Member of the Institution, based on sufficient written evidence and information provided.
3. The Ethics Committee may request that reports, complaints, or information (as per paragraph 2) be submitted using a specific form, which defines the fields to be completed for the report, complaint, or notification to be considered sufficiently specific, as well as fields for supporting evidence and any other relevant topic or detail.

Article 14

Procedure for Examination

1. In examining a case of an alleged violation pursuant to Article 13, the Ethics Committee takes into consideration, in particular:

- a. The type of alleged violation, suspicion, or indication of a violation and the factual circumstances brought to its attention via the report, complaint, or notification under Article 13(2),
- b. The available evidence and information regarding the alleged violation or suspicion or indication thereof,
- c. The specificity of the report, complaint, or notification under Article 13(2),
- d. The urgency of taking action to address the issue,
- e. The number and progress of any pending cases under examination and the related workload,
- f. The amount of time the Committee has available to address the case.

1. In cases where the report, complaint, or notification under Article 13(2) lacks sufficient specificity, the Ethics Committee may request additional evidence, information, or confirmation and clarification of the submitted materials. The Committee will not proceed with the examination of the case unless the requested evidence and information regarding the alleged violation, suspicion, or indication are provided and are sufficient and substantiated. In such cases, the Ethics Committee files the submitted reports, complaints, or notifications. These records are made available to the Rector upon request. The Committee must promptly inform the Rector in the cases referred to in paragraph 3.

The Ethics Committee includes in its Annual Report (under Article 11), on an anonymous and aggregated basis, references to the filed reports, complaints, or notifications that were not further pursued.

2. In urgent cases where addressing the alleged violation, suspicion, or indication is critical—especially when, due to the severity of the violation or overriding public interest, it is necessary to take disciplinary action to prevent harm, or where the Committee lacks sufficient time to handle the case immediately or on a priority basis, for example due to incomplete evidence or time constraints, or when witness testimony is required through a disciplinary process—the Committee immediately informs the Rector and receives guidance and instructions on how to proceed.

3. The Ethics Committee reaches conclusions regarding the confirmation of violations of the Code of Ethics or the commission of disciplinary offenses based on the evidence and information gathered during the review, investigation, and evaluation of the relevant reports, complaints, or notifications under Article 13(2), or based on oral clarifications provided to it in the course of its lawful duties by the individual who submitted the report, complaint, or information. For this purpose, the Committee may invite the aforementioned individual to appear before it, via email or written summons, specifying the place, date, and time for their appearance to provide clarifications and state their views.

4. If, during its review, the Ethics Committee determines that the investigation and evaluation of the case require witness testimony or the initiation of other disciplinary proceedings, it informs the Rector accordingly and makes mention of this matter in the report it submits to the Rector under Article 15.

Article 15

Investigation Report – Decision-Making Procedure

1. If a violation of the Code of Ethics or a disciplinary offense is established—including cases where sufficient indications of a violation or offense are identified—according to the provisions of Articles 10 to 14, the Ethics Committee prepares a relevant report and submits it to the Rector for further action in accordance with applicable law.

The Ethics Committee also prepares a report in cases where, in its judgment, no violation has occurred during the investigation. In this case, the report is archived and made available to the Rector upon request.

2. The Ethics Committee reaches decisions regarding the confirmation or non-confirmation of violations or disciplinary offenses as outlined above, provided that all Members are present or represented during the relevant session. In the event of absence or impediment of a Member, they may be replaced by another Member. Each Member may represent only one other Member.

3. Meetings of the Ethics Committee on such matters are held once (1) per month. Sessions may be conducted in person at the scheduled location or online. The President of the Ethics Committee is responsible for inviting the Members to meetings. Alternatively, the preparation and signature of the session minutes or report by all Members (or their representatives) is considered equivalent to a formal decision, even if no meeting has taken place.

4. Decisions are adopted when two-thirds (2/3) of the present or represented Members agree. In the case of a tie, the President's vote prevails. In case of a tie or minority opinion, it is recorded in the relevant report.

Article 16

Confidentiality – Discretion – Secrecy

1. Members of the Ethics Committee are obligated to maintain confidentiality, discretion, and secrecy regarding submitted reports, complaints, and notifications as defined in Article 13(2), as well as any kind of information and data that comes to their knowledge during the investigation of such matters, in accordance with the provisions of this Chapter and relevant legislation.

2. The Ethics Committee may request, following notification of the Rector, any necessary information or documents from the competent services of the Institution that it deems essential for the verification of a suspected violation. Such a request may be made via email to the relevant department or staff member, with a copy sent to the Rector.

Article 17

Entry into Force

This Code shall enter into force from the date of its approval in accordance with the provisions of Article 10. This decision shall be published in the Government Gazette.