



CODE OF ETHICS

The Code of Ethics defines the rights, duties and responsibilities of ERO member associations based on the Constitution of ERO and is in accordance with the Swiss Civil Code Articles 60 et seq, and with the Ethical Guidelines of the FDI World Dental Federation 2006¹.

The Code of Ethics is intended to guide ERO members in respecting the founding values of the association. It covers:

- General Principles on which ERO bases its actions.
- The relationship between the national dental associations (NDAs) and the ERO
- The relationship between the ERO Board and the NDA
- Approval, Dissemination and Update of the Code of Ethics.
- Control of Compliance with the Code of Ethics, specifically in the context of conflicts of interests and relationships with sponsors.
- Approval, Dissemination and Updating of the Code.
- Control of Compliance with the Code: competent procedures and bodies

Obligations of National Dental Associations

By joining ERO, members acknowledge the principles set out in the Code of Ethics and undertake to respect them.

An NDA must always behave fairly and respectfully towards other members.

The NDA must be aware of the resolutions adopted by the ERO's bodies and therefore may not engage in conduct or initiatives contrary to the collegial decisions. The collegial resolutions or statements must not interfere unless if they are asked or needed with national laws or regulations of member state.

The acceptance of an office or assignment implies a commitment of the individual to carry out the mandate received in accordance with the principles of this Code.

¹ Add here information/a link to the FDI guidelines

Responsibilities of NDA

The NDA:

- carries out its associative activities in awareness of the principles, aims, values and resolutions of the ERO.
- undertakes to participate in the activities of the association in line with its abilities, providing its own contribution to the pursuit of the objectives of the ERO.

Responsibilities of ERO

The ERO:

- protects the autonomy of the association and undertakes to respect its democratic foundations, based on collegial decisions and the principle of majority voting.
- carries out its associative commitment with responsibility and assumes the duty to undertake and report on its work.

Obligations of the Members of the ERO Bodies

The members of the Association's Bodies:

- undertake to respect, disseminate, enforce and control the application, within their competence, of the Code of Ethics.
- must be a guide and example for all NDA.
- must respect the resolutions taken and may not adopt or conduct initiatives contrary to collegial decisions.
- the elected officers of the ERO's Bodies, in carrying out their function, place themselves at the service of the NDAs and act and deliberate in the exclusive interest of ERO.
- encourage a conscious and informed participation of members in collegial decisions.
- guarantee maximum transparency, reliability and integrity of the information concerning the ERO's accounting and income.
- manage the ERO's financial resources in strict compliance with the powers conferred, as well as any specific authorizations for the performance of particular operations.
- the ERO's Bodies pursue the correctness, transparency and truthfulness of the ERO's financial statements as essential and binding values that are also implemented through audits by the Board of Auditors and the auditing firm.

Generational Pact

It is the moral commitment of the NDAs and ERO to promote access to the profession, the continuing and ethical education and support of the new generations of colleagues. The NDAs and ERO undertake to behave with fairness towards their association members, encouraging their professional growth.

Membership in the ERO is a voluntary and conscious act that implies knowledge, sharing and respect for the association's goals and decisions.

The NDAs' contribution is a characteristic of the ERO's identity, which is an open and intercultural experience.

The behaviour of the NDAs and the activities of the ERO Bodies must not damage the image, good name and prestige of the ERO.

The name and image of the ERO may be used by the individual NDA only with the prior consent of the competent bodies.

Respect and confidentiality

The NDA is required to act with respect towards ERO.

The NDAs and the ERO Bodies ensure the confidentiality of any information they are party to, in line with applicable data protection and confidentiality requirements.

Fairness and Mutual Respect

It is the NDAs' and ERO Bodies' obligation to ensure that any declarations or self-certifications as required by the Constitution are truthful.

Open discussion, including criticism and dissent with the views of others, are part of the democratic discourse. Any debate is to be undertaken in a respectful, civil and impersonal way and without affecting the reputation of individuals or the ERO.

Conflicts of Interests

Conflicts of interests are to be avoided; where they arise, they must be managed transparently. All NDA or ERO representatives undertake to communicate, as early as possible, to the ERO Board, WGs or in the Plenary to NDA, any possible situations of

conflict of interest. There is also a conflict of interests when the NDA member exploits the ERO's information to benefit itself or third parties. (See Annex 1)

RULES OF CONDUCT

Any behaviour of the NDA or of the ERO Bodies that is defamatory towards ERO constitutes an infringement of the rules.

In advertising its activities, ERO must adhere to the principles of fairness, transparency and truth, while respecting the decorum and dignity of the profession.

ERO is always responsible for its advertising, even if it is carried out by others to whom it has entrusted the task through agreements.

It is contrary to the Code of Ethics to advertise one's offices and associative positions to boast excellence in one's professional activity.

Respect for the dignity of the person and of the profession

The Association Member Delegate undertakes:

- to maintain a decent and dignified behaviour even in the performance of their professional activity, so as not to compromise the image of the ERO and the profession.
- not to misuse the personal and confidential information of members, nor to adopt denigrating and provocative attitudes against other associations.

APPROVAL, DISSEMINATION AND UPDATING

The adoption of this Code of Ethics is approved by the ERO Plenary.

This Code is published in plain text on the ERO website. A copy of the Code is provided to the NDA at the time of taking up membership of the ERO.

All the member associations have the right to propose amendments and additions to this Code to the ERO Plenary.

These proposals will be submitted to the ERO Board for its opinion, and if a positive opinion is expressed, it will set up a special Ethics Board Task Force for their drafting.

Amendments and additions to the Code of Ethics, in order to become effective, must be submitted for approval by the ERO Plenary.

ANNEX 1

Guidelines for dealing with sponsoring, donations and gift in ERO

Principles

- The tasks of ERO are mainly financed by membership fees.
- Sponsorship is therefore only considered in exceptional circumstances.
- The following principles must be observed to sponsor ERO:
 1. Safeguarding the integrity and reputation of ERO.
 2. Avoidance of any external influence in the execution of the ERO's functions.
 3. Complete transparency in fund raising and use of any monies so raised.
 4. Prevention of any form of corruption and undue influence.

Admissibility

Sponsorship is allowed if:

- The neutrality of ERO is maintained.
- Legal provisions or the public good is not violated.
- The reputation and interests of the ERO are not impaired.
- The proper and impartial fulfilment of the ERO's role is guaranteed.
- Competition is not restricted.

Sponsoring is excluded if the appearance could arise that the action of Board or WGs of ERO or its members would be influenced by sponsorship. Any interference with the ERO Mission is prohibited.

Procedure

The selection of sponsorship must be objective and neutral and be based on appropriate and comprehensible considerations in full respect of ERO values and in accordance with the Swiss Civil Code Articles 60 et seq, and with the Ethical Guidelines of the FDI World Dental Federation 2006².

The acceptance of sponsorship requires the consent of the ERO Board.

² Add here information/a link to the FDI guidelines

The conditions of any sponsorship must be clearly and fully documented in the sponsorship agreement

Design and sponsoring measures

Where an activity benefits from third-party sponsorship, this must be clearly identified, separate from the ERO's work financed by membership subscriptions, and include the name of the sponsoring party. Interference of sponsorship in ERO policy work must be avoided.

Sponsorship of ERO and NDA Events

Any sponsorship support by ERO towards an NDA including the use of the ERO logo, must be approved by ERO Board and requested with appropriate notice, and preferably in time for approval of the year budget. In any case and at any time, the use of ERO logo must be approved by the ERO Board.

Sponsorship Report

As part of the annual financial statements, ERO shall prepare an annual sponsorship report, in which any support with a value of € 250,00 or more is to be presented individually.

The sponsorship contract must contain an express consent of the sponsor:

1. To the identification of the sponsorship and full name of the sponsor.
2. To the inclusion of the sponsor's performance in the sponsorship report.

Code Violation

Violations of this Code and Annex will be presented by an NDA or Board to the ERO Plenary with a specific point on the agenda. The Plenary will take a decision on the matter, according to Art VII and Art XII point h) of ERO Constitution and Art 65 Swiss Civil Code.

Entry into force

This Code of Ethics shall enter into force on the date of the adoption by the ERO Plenary Session