



Code of Conduct **2015**

Eurotransplant International Foundation



for members of the Eurotransplant Board and Advisory Committees

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1. Preamble

According to its mission statement, Eurotransplant is a non-profit, international organization that provides a collaborative framework to facilitate patient-oriented allocation and cross-border exchange of deceased donor organs at the service of its member states.

To fulfill this mission Eurotransplant has a governance structure consisting of an international board in which all member states are represented (the ET Board), a Management Team guided by the General Director as well as a number of Advisory Committees, consisting of international experts, which support the ET Board by drafting practice-based and scientifically valid recommendations.

This Code of Conduct guides the behavior and performance expected from the members of the Board and Advisory committees, focusing on the assurance of transparency, integrity and proper conduct in line with the core values of the Eurotransplant Foundation.

In particular, members of the Board and its Committees are expected to:

- Act in compliance with applicable legislative requirements, policies and codes ;
- Maintain the highest standards of integrity and conduct consistent with the core values of Eurotransplant;
- Respect the confidentiality of sensitive information;
- Make decisions fairly, impartially and promptly considering all available information, legislation, policies and procedures;
- Participate in an active, positive and unbiased manner;
- Act at all times in the best interests of Eurotransplant and not seek personal or third party gain;
- Be accountable for the quality of their performance.

Each individual member is committed to comply with this Code of Conduct, as well as act in accordance with:

1. the Articles of Association of Eurotransplant;
2. its Bylaws;
3. the ET Ethical Charter.

(In order to assure the proper implementation of this transparency and integrity policy outlined in this Code of Conduct, the Board can designate one or more of its members to this task.)

Violations of this Code may result in appropriate measures decided upon by the Board.

2. Disclosure procedure Board and Committee members

Insight into the professional and financial relationships and interests of Board and Committee members is necessary for the Board and its President to make informed decisions concerning the composition of the Board and the Committees. To this end each Board and Committee member is obliged to follow a disclosure procedure, giving full information on professional and financial relationships to ensure that these are consistent with the mission and values of Eurotransplant.

The following information must be provided on the disclosure form (Annex 1):

- Personal financial relationships and interests: e.g. employment with a company/organization which operates in the same field as Eurotransplant; having shares in such a company;
- Receiving financial support or compensation for advice;
- Performing research or presenting scientific data for a company/organization which operates in the same field as Eurotransplant
- An overview detailing all other outside performed professional activities.

3. Conflict of interest

Candidate as well as present Board and Committee members of ET are expected to monitor their personal relationships with companies and organizations which operate in the same field as Eurotransplant to prevent their becoming vulnerable and avoid or resolve potential conflicts of interest: e.g. passing on information that is confidential, intentionally or unintentionally becoming an advocate of the interests of such companies.

The information provided by candidate or present Board and Committee members shall be employed by the President and the Board to assess the independent status of the Board and Committee members (proportionality check).

Improper conduct which conflicts with the interests or behavioral standards of ET may lead to disciplinary measures.

4. Assuring scientific and personal integrity

Representatives of ET, members of the ET Board and its Advisory Committees are expected to ensure that their professional/scientific and personal integrity is beyond dispute at all times.

Events that affect a member's integrity in a way that could negatively reflect on the reputation and activities of Eurotransplant must be reported to the Board.

- Professional/scientific integrity: Board and Committee members who, in the course of their professional activities (in or outside Eurotransplant), have become the subject or are likely to become the subject of a) disciplinary investigation or measures, or b) judicial investigation or action, following their professional performance, must report this without delay to the President of the Board.
- Personal integrity: Board and Committee members who, in the course of their personal conduct in society, have become the subject or are likely to be involved in judicial or criminal investigation or conviction, must report this without delay to the President of the Board.

5. Interaction with press and media

The reputation and activities of Eurotransplant are vulnerable to reports in the local, national and international press and media. This could also reflect on the wellbeing and interests of patients, donors and their next of kin in the ET region.

Members of the ET Board and its Committees are expected to exercise due care in their interaction with national or international press and media. It is required that they comply with the general communication policy of Eurotransplant. If engagement with the press/media could potentially result in negative consequences for ET, they must consult the President timely on the appropriate course of action.

6. Ethical performance

Members of the Board and its Committees are expected to act as ambassadors of Eurotransplant and in their professional conduct support its goals and ethical principles.

ET Board members and Committee members should actively support and act in compliance with the declared principles of the ethical and transparent performance of organ donation, allocation and transplantation (e.g. Ethical Charter of ET, Declaration of Istanbul on organ trafficking and tourism).

Annex 1: Disclosure form

Annual statement external benefits for members of the Eurotransplant Board

Statement for publication 2016 (record of 2015)

This statement should be disclosed at the beginning of each calendar year, and concerns only the previous year.

Signed,

Name:

Work address:

Hereby discloses the following information for the year 2015:

1a I have acted as advisor for the following companies:

Name company:

Description advisory role:

1b I have executed paid labor for the following companies:

Name company:

Description activities:

2 As researcher I have participated in a by the industry financially supported study:

Name company:

Name drug:

3 For the following drug research study for the benefit of a pharmaceutical company I have acted in a commission or other advisory board:

Focus of study:

Name company:

Name drug:

Description of position:

4 I have received a personal research-, study- or travel reimbursement from the following company, or are costs related to a congress visit reimbursed:

Name company:

Description of reimbursement:

5 For the following companies I have worked for or advised for, for which I have been personally paid:

Name company:

Description of tasks:

6 I have acted as speaker during the following by companies organized meetings:

Name company:

Description of meeting:

7 In the following institutes, in which by pharmaceutical companies funded research is performed, I hold a management position:

Name institute:

Description of position:

8 I am a member of the following government institutes or institutes of health insurance, and hold an advisory role for drugs:

Name institute:

Description of function:

I declare to have read the Code of Conduct set forth above and agree to fully comply with its terms and conditions at all times during my position as Eurotransplant Board member.

If at any time following the submission of this form I become aware of any actual or potential conflicts of interest, or if the information provided becomes inaccurate or incomplete, I will promptly notify the Eurotransplant Board President and general director in writing.

Place:

Date:

Signature: