



# IMPETUS Code of Conduct

IMPETUS is dedicated to providing harassment-free experience for everyone involved with the project in any environment. All representatives of IMPETUS and CSIs supported by IMPETUS are expected to act in accordance with this Code of Conduct, in addition to all applicable European, national, and local laws. IMPETUS will review this code of conduct annually.

## 1. *Equity, Diversity & Inclusion*

- a. IMPETUS does not accept harassment of any form, including offensive verbal comments, related to gender, gender identity and expression, age, sexual orientation, disability, physical appearance, body size, race, ethnicity, religion, technology choices, sexual images in public spaces, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention.
- b. We want to use inclusive language and diverse visual representation in all our communications.
- c. We will aim for appropriate gender representation in internal processes such as reviews or juries, at all events we host or participate in, as well as in media we publish.
- d. We will work towards appropriate representation for marginalised groups wherever possible, without overloading individuals from these groups with demands.
- e. All IMPETUS events will be made be as accessible as possible. For physical events, this will mean locations being accessible, including lifts and ramps, signage, sound systems etc. For online events, this will include the use of slides and captions.

## 2. *Conflicts of interest*

- a. IMPETUS has a conflict-of-interest policy that applies across all of our application and selection processes:
  - Immediate family, domestic and non-domestic partners and those with financial ties to members of the IMPETUS team cannot apply to our open calls.
  - We want to achieve unbiased reviews in our application processes, which acknowledging that not all familiarity means that objectivity is impossible. Where reviewers are familiar with, or have (professional, financial or personal) ties to applicants which could indicate a less than objective review, they should flag such applications to be reassigned.



### 3. Research

#### Data collection & processing

- a. IMPETUS researchers will seek informed consent for collection of any data from research participants, and provide information about all collection and use of personal data to enable this.
- b. We will work towards increasing data justice: Data collected from or with individuals should generate appropriate benefit for those involved. The benefit of data should not materialise exclusively outside of these communities.
- c. IMPETUS will adhere to GDPR, and apply data minimisation principles wherever personal data is concerned, collecting only data that is required to achieve specified goals.
- d. All data collected through the IMPETUS open call and website may be used for analysis, reporting and research purposes. Where this includes personal data, this only applies to their anonymised form.
- e. We expect the CSIs who receive grants from IMPETUS to adhere to the same principles. To enable them to do so, we will
  - i. Provide training in ethics and responsible research;
  - ii. Facilitate an ethical peer-review process as part of the accelerator;
  - iii. Provide templates for information sheets and consent forms;
  - iv. Where CSIs seek to work with data from minors or other vulnerable groups, IMPETUS commits to providing an expert review of these plans.

#### Publications

- a. For any research or other publications (as appropriate), IMPETUS will implement the CRediT authorship guidelines (<https://credit.niso.org/contributor-roles-defined>).
- b. Wherever CSIs, third parties, participants or other sources have contributed to IMPETUS publications, these will be duly acknowledged.
- c. Where IMPETUS uses content from engagement with participants in publications, these will be fully anonymised, if this was requested by or agreed with these participants. Where naming participants who did not request anonymisation could expose those who did not, all data will be anonymised.
- d. IMPETUS publications will be published under Creative Commons CC-BY Licences or an equivalent form of open access.
- e. Any data that is non-personal or can be anonymised will be published following FAIR principles. Details of datasets collected, processed and published by IMPETUS is available in the projects' Data Management Plan, which is available to download from our website.



#### 4. Sustainability

- a. For all IMPETUS events, we are committed to reducing their carbon footprint. This means, for example, avoiding single-use plastics, using recyclable or reusable materials, encouraging attendees for offline events to use low-carbon means of transport, combating food waste in catering, or only holding offline events when they are clearly beneficial to the project and the attendees. We will also commit, when subcontracting (e.g. catering) to prioritise entities that clearly show a social and/or environmental commitment.

#### 5. Code violations

- a. The IMPETUS technical coordinator is responsible for overseeing the projects adherence to this CoC. They will address any concerns with the appropriate members of the consortium and rectify issues where this is possible.
- b. Violations of the code of conduct can be reported to Gefion Thuermer ([gefion.thuermer@kcl.ac.uk](mailto:gefion.thuermer@kcl.ac.uk)). They will be discussed and addressed within the consortium and with our ethics advisor as appropriate.

#### 6. Related documents

This Code of Conduct is supported by the following additional documentation:

- a. [Open Call Guide for applicants](#)
- b. [Open Call Prize documentation](#)
- c. [Data Management Plan](#)
- d. [Privacy Policy](#)