

## Code of Conduct for Fellows working on Academy of Medical Sciences business

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The Academy of Medical Sciences (the Academy) is most grateful for the time and energy that Fellows devote to Academy business in their roles as Committee, working group or panel members, meeting participants, mentors, spokespeople, advisors, or in any other capacity.

The primary charitable aim of the Academy is '*to promote for the benefit of the public the aims and ethos of medical sciences*'. Fellows are ambassadors for the Academy and should conduct themselves in a manner which supports this aim, and which upholds the reputation of the Academy and its Fellows.

The Academy aims to act in accordance with the highest standards of public life. Fellows engaging in activities with, or on behalf of, the Academy are expected to follow the Nolan principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership.<sup>1</sup>

The Academy's Disciplinary Regulations outline how it will deal with allegations of professional or relevant personal misconduct, or breaches of this Code of Conduct.

Expected standards of behaviour across six domains are set out below. In summary, **Fellows should:**

- **Act with integrity and objectivity, while drawing on their knowledge and expertise**
- **Declare and resolve any relevant interests**
- **Champion diversity and promote inclusive behaviours**
- **Maintain confidentiality**
- **Behave with propriety and professionalism, and familiarise themselves with the Academy's Bullying and Harassment Policy**
- **Fulfil their commitments as agreed**

### **1. Integrity, objectivity and expertise**

The Academy's most powerful assets in pursuing its charitable aims are the Fellows' expertise, experience and networks. Fellows are expected to act and take decisions objectively and fairly, based on the best available evidence, and without discrimination or bias.

### **2. Conflicts of interest**

Fellows are expected to declare and resolve any relevant interests, and should not act or take decisions in order to gain advantage for themselves or their families, friends, colleagues or institutions.

### **3. Championing diversity and inclusion**

The Academy is committed to working towards diversity and equality of opportunity in the organisation, practices and work of the Academy, and in the wider medical science workforce. We strive to ensure that no individual or group is treated more or less favourably on the grounds of age, sex, gender reassignment, religion or belief, marriage or civil partnership, disability, sexual orientation, race, colour, nationality, ethnic or national origin, pregnancy or

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<sup>1</sup> <https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>

maternity. Fellows have a powerful opportunity to serve as champions of diversity and inclusion through their work with the Academy and in their broader professional spheres.

#### ***4. Confidentiality, data protection and public statements***

Fellows engaged in Academy business will be privy to confidential information. This may include (but is not limited to): candidate nomination papers, peer reviews, early policy development as part of a working group study, remarks made by other committee/panel members, or information about organisations or individuals with whom the Academy is working. Many of the Academy's outputs represent a synthesis of a group discussion, without attribution of specific points to individuals. All Academy material and communications should be considered confidential unless otherwise stated. Fellows must not disclose confidential information without explicit permission. In particular Fellows must not disclose the names of candidates for Academy Fellowship or of unsuccessful applications to grants or schemes.

Fellows' contact details are available to other Fellows on a password-protected area of the website, unless the Academy has been instructed otherwise. Fellows are not permitted to share other Fellows' contact details without permission.

Fellows are not permitted to make any form of public statement which is purported to be (or likely to be interpreted as) on behalf of the Academy or endorsed by the Academy, without prior written authorisation. This includes traditional and social media.

#### ***5. Personal behaviours***

The Academy seeks to ensure that Fellows, staff members, colleagues and others involved in our activities are able to work in an environment that respects their rights and dignity, and is free of unacceptable behaviour and conduct. The Academy does not tolerate any form of harassment or bullying and Fellows are directed towards the Academy's Bullying and Harassment Policy.<sup>2</sup> The Academy encourages any individual witnessing or experiencing bullying, harassment or other forms of misconduct to report their experience to an Academy staff member or Council member, so that the matter can be resolved as early as possible.

Many Academy outputs seek to achieve a consensus position amongst groups of Fellows and other experts. Achieving this consensus can involve robust debate and discussion, during which Fellows are expected to respect and listen to the views of others. AMS staff strive to support Fellows in their work for the Academy and should be treated with respect and courtesy.

Fellows are expected to conduct themselves with propriety and professionalism at all times; any abuse of alcohol or use/possession of illegal drugs whilst at an Academy event or whilst engaged in Academy business will not be tolerated.

#### ***6. Fulfilling your commitment***

The Academy is most grateful for the investment of time and energy Fellows make in its work. The Academy office seeks to ensure that Fellows' participation is as effective and efficient as possible, and that the level of commitment required is made clear from the outset. If a Fellow agrees to participate or engage in an activity, they should ensure they have sufficient time to fulfil their obligation, e.g. to attend all required meetings, and/or to provide the required input. Fellows are invited to say at an early stage if a change in circumstances might affect an Academy commitment. Failure to attend or engage may result in a Fellow being invited to step down from a particular activity.

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<sup>2</sup> <https://acmedsci.ac.uk/file-download/74938022>