

**Annex 4****JOINT IMPLEMENTATION SUPERVISORY COMMITTEE
CODE OF CONDUCT****(Version 01.1)****I. Safeguarding against real or perceived conflicts of interest**

1. The JISC acknowledges the following broad categories of conflicts of interest:
 - (a) A conflict between the private interests and the official responsibilities of a person in a position of trust (anything that affects impartiality);
 - (b) A benefit or profit derived by a person with access to confidential information through the exploitation of that informational advantage.
2. The JISC adopts the following as guiding criteria for members and alternates (JISC members) to determine whether a real or perceived conflict of interest may exist:
 - (a) Pecuniary or property interests (e.g. investments, loans, shares, interests, debts);
 - (b) Business or contractual affiliations (e.g. the possibility of any indirect advantage or likelihood of pressure from an employer, business associates or immediate family members);
 - (c) Government affiliation (e.g. if the member is a government official, and/or is working for an organization associated with a government, or just a national of the country at issue);
 - (d) Non-professional affiliations and interests (e.g. past or present participation in public interest groups or other organizations).
3. Each JISC member shall exercise personal discretion in deciding whether s/he has a real or perceived conflict of interest with respect to any agenda item and shall disclose any such conflict to the JISC.
4. A JISC member who discloses a real or perceived conflict of interest with respect to an agenda item shall:
 - (a) Recuse her/himself (leave the meeting) during discussions of that agenda item and refrain from participating in the deliberations and decisions on that agenda item; and
 - (b) Refrain from presenting or discussing with other JISC members that agenda item and any evidence specific to that agenda item at any time.

II. Safeguarding confidential information

5. JISC members shall assume that all information obtained in their capacity as JISC members *except* what appears in a published JISC report or a member's personal opinions about general (not project-specific or AIE-specific) issues should be kept confidential.
6. JISC members shall refrain from revealing in any way confidential information to anyone except other JISC members (except if paragraph 4 applies, in which case JISC members shall refrain from discussing the agenda item for which a conflict of interest has been disclosed with the JISC member who has disclosed the conflict), members of panels if appropriate, secretariat employees, employees of



individual JISC members and external consultants to the JISC who are given access to confidential information pursuant to confidentiality agreements.

7. JISC members shall endeavour to ensure that confidential documents, whether stored electronically or in paper form, cannot be accessed by others.

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| <i>Revision history of the document</i> | | |
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| Document version | Adoption | Revision |
| Version 01.1 | JISC 28 Annex 4 23 March 2012 | For transparency purposes the JISC agreed to make the document publicly available. Among the editorial changes, the title was modified from “JISC internal guidelines for securing confidential information and safeguarding against conflict of interest” to “JISC Code of Conduct”. |
| Version 01 | JISC 12 12 September 2008 | Initial adoption as internal guideline to JISC members and alternate members. |
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