

THE CODE OF ETHICS OF THE INSTITUTE OF ART HISTORY, CZECH ACADEMY OF SCIENCES

Preamble

The Code of Ethics of the Institute of Art History, Czech Academy of Sciences (hereafter referred to as the IAH) encapsulates the basic ethical requirements for the conduct and behaviour of all IAH employees both during and outside their professional activities.

The Code of Ethics of the IAH is based on the moral principles of an advanced democratic society and the Code of Ethics for Researchers of the Czech Academy of Sciences. The Code of Ethics of the IAH applies to the specific environment of an academic research institute, and covers research, specialist, economic and administrative staff.

By adopting the Code of Ethics, the IAH emphasises that it is an employer which offers its employees equal opportunities in working conditions, career growth, assessment, and remuneration, while maintaining a balance between working life and private life. It endeavours to create a non-discriminatory and friendly working environment, supporting the personal and professional growth of its employees.

The IAH undertakes to resolve cases of violation of the principles of the Code of Ethics when it becomes aware of them, to inform the parties involved of its conclusions and the measures taken to rectify the situation, and to treat the information obtained as confidential.

Basic principles of ethical behaviour

During their work, all IAH employees shall conform to the basic moral principles laid out in this Code of Ethics:

- Avoiding racist and discriminatory behaviour, bullying, and sexual and gender-motivated harassment;
- Observing the principles of impartiality and independence from ideological and political pressure;
- Respecting equal rights to professional and specialist development, the right of access to information, and freedom of thought, expression, and exchange of opinions;
- Displaying impartial collegiality, rejecting all forms of discrimination or pressure based on their status in the workplace;
- Not allowing conflicts of interest to occur arising from their status in the IAH workplace, their activities connected with this status, or their private interests;

- Carrying out their work with full commitment, whereby the sum of their contractual workloads shall not exceed a full-time post more than 1.5 times;
- Expanding and improving their expertise, and aiming at the all-round development of their specialist and other skills and abilities;
- Not misusing their status for their personal benefit or the benefit of third parties, or for any type of discrimination;
- Taking care of the property of the IAH, and preventing damage to it by using it properly. Not misusing this property for their private interests or for their benefit or the benefit of third parties;
- Not accepting gifts or other benefits, if by so doing they would act unethically
- Not allowing anything to happen as a result of their actions which might harm the good name of the IAH;
- Not defending or concealing actions or behaviour which are inconsistent with the principles of this Code of Ethics;
Not hesitating to report transgressions against ethical behaviour to the relevant authorities;
- Where there are grounds for this, violations of the Code of Ethics of the IAH shall be treated as professional misconduct (under the Czech Labour Code);
- The Code of Ethics for Researchers of the Czech Academy of Sciences shall be binding for all IAH research staff.

Procedure for resolving cases of violation of the principles of the IAH's Code of Ethics

Violations of the principles of ethical behaviour in the Institute shall be resolved directly in the IAH workplace in one of the following ways:

- By reporting them to the designated compliance officer;
- By reporting them to the line manager;
- By reporting them to the Director of the IAH;
- Anonymously – by placing a written report in the Public Complaints Report box located next to the entrance to the secretary's office.

Cases of violation of ethical principles shall be resolved in cooperation with all the parties involved, with care taken to ensure the highest possible degree of confidentiality and protection of each individual's privacy. It is also possible to address complaints to the Research Ethics Commission of the Czech Academy of Sciences, to the Equal Opportunities Commission of the Czech Academy of Sciences, or to the National Contact Centre for Research and Gender of the Institute of Sociology, Czech Academy of Sciences.

If it is discovered that an employee has violated the principles of ethical behaviour, the conclusions of the investigation must be communicated to all the parties involved, and must include measures to rectify the situation.

In view of their nature, cases of violation of the IAH's Code of Ethics may be treated as breaches of the professional duties arising from legal regulations relating to work carried out by an employee. Such cases may be regarded as a failure to fulfil the requirements for the proper performance of work, which may result in the application of consequences under labour law (see the Czech Labour Code).

The Code of Ethics of the IAH was approved by the Board of the IAH on 17–21 April 2023.

Signed in Prague, 24. 4. 2023

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Director of the IAH