

CODE OF CONDUCT

THE RECTORATE OF UNESCO-IHE

In consideration of the need for rules and regulations concerning the safety and the proper use of the buildings, grounds and facilities of UNESCO-IHE by students and visitors;

In accordance with article 7.57h and article 9.2, first paragraph, of the Higher Education and Scientific Research Act of the Netherlands;

Having heard the Student Association Board;

RESOLVES

To establish the following Regulations:

Article 1 Definitions

- 1.1 WHW
Higher Education and Scientific Research Act of the Netherlands (Staatsblad Bulletin of Acts and Decrees 1992, 593);
- 1.2 the Director
The director of UNESCO-IHE
- 1.3 the Rectorate
The director and the deputy director
- 1.4 Central services department
- 1.5 Facilities
the institute buildings, the interior and equipments as well as rented office and accommodation facilities
- 1.6 Buildings
The buildings of UNESCO-IHE, located at Westvest 7, Delft
- 1.7 Student
anyone who is enrolled at UNESCO-IHE for the purpose of education provided by UNESCO-IHE and who uses the educational and examination facilities of UNESCO-IHE for this purpose;
- 1.8 Visitor
anyone who is not a student nor is employed by IHE-Delft as referred to in article 1.1 of the Collective Labour Agreement (CAO) for Dutch Universities.

Article 2 Compliance requirement for rules, guidelines and instructions

- 2.1 Any student or visitor making use of the grounds, buildings or facilities of UNESCO-IHE is required to comply with all rules, instructions and/or directions issued by the Rectorate and delegated staff with regard to maintaining order and proper social conventions of the host country within the buildings and on the grounds. According to the in the institutes code of undesirable behaviour the following is considered to be undesirable behaviour: sexual harassment, aggression, or violence, both verbal and non-verbal towards course participants,

staff, visitors or contracted staff. Furthermore all participants, staff, visitors and contracted staff are to observe and comply with the rules and regulations with regard to appropriate and legitimate use of the facilities of UNESCO-IHE scrupulously and without delay, and is required to deport him or herself such that:

- a. he or she does not cause direct or indirect damage to UNESCO-IHE or to other persons who are present on the grounds or in the buildings of UNESCO-IHE or who make use of the facilities of UNESCO-IHE, nor that he or she causes nuisance or annoyance;
 - b. he or she does not infringe on the rights of UNESCO-IHE or of other persons who are present on the grounds or in the buildings of UNESCO-IHE or who make use of the facilities of UNESCO-IHE;
 - c. he or she does not act contrary to statutory obligations;
 - d. he or she does not act contrary to appropriate and proper social conventions with regard to people or property.
- 2.2 It is prohibited to wear clothing that covers the face or to wear other clothing and/or accessories that severely interfere with communication between teaching staff and students or between students themselves or between members of the teaching staff. When sitting an examination it is prohibited to wear clothing that covers the face or to wear other clothing and/or accessories that severely limit the ability to establish the identity of the person in question.
- 2.3 The Head of the Central Services department may, on behalf of the Rectorate, issue instructions and directions for the purpose of ensuring the smooth and proper use and functioning of buildings and grounds of UNESCO-IHE entrusted to him/her.

Article 3 Disciplinary Measures

The Rectorate may take the following measures against any student or visitor who fails to comply with the contents of these Regulations, with due observance of the procedure described in these Regulations:

- a. excluding the student or visitor from the buildings and grounds of UNESCO-IHE or from one or more parts of UNESCO-IHE, with the provision that a student may only be excluded from buildings or grounds in whole or in part for a period not to exceed one year;
- b. excluding the student or visitor from the use of the facilities of UNESCO-IHE;
- c. fining the student if such fine has been agreed on or follows from the statute;
- d. issuing a written reprimand;
- e. retribution for damages to properties and or facilities.

Article 4 Exclusion Order by the Rectorate

- 4.1 The Rectorate may immediately issue an exclusion order for the buildings or grounds, or for parts of those buildings or grounds, to a student or visitor who commits an infringement on these Regulations or the rules referred to in article 2, or it may issue an exclusion order for the institute facilities.
- 4.2 Anyone who is subjected to measures as referred to in the first paragraph will be given the opportunity for a subsequent hearing as soon as possible by or on behalf of the Rectorate if this was not previously possible due to the urgent nature of the matter at hand.
- 4.3 The exclusion order will contain at least the following:
 - a. an indication of the buildings and/or grounds or the parts of the buildings and/or grounds of UNESCO-IHE and/or the facilities or use of the facilities of UNESCO-IHE to which the exclusion order applies;
 - b. the duration of the exclusion order;
 - c. the reasons for the exclusion order;

- d. any conditions which will result in the effectuation of the exclusion order in case of non-compliance.

Article 5 Termination of the exclusion order

- 5.1 The Rectorate may, of its own accord or in response to a request by a person who is subject to a disciplinary measure in the form of an exclusion order as referred to in these Regulations, choose to terminate the exclusion order or alter its scope before it has elapsed if there is sound reason to do so according to the judgement of the Rectorate.
- 5.2 The Rectorate may attach special conditions to the termination or alteration of the exclusion order.
- 5.3 If in the judgment of the Rectorate the person subject to the exclusion order, and on behalf of whom a proposal to terminate said order has been forwarded, has not met the special conditions set by the Rectorate, then the original exclusion order will once again be put into force; the period of time that has passed since the termination or alteration of the exclusion order will not be deducted from the originally specified period in this case.

Article 6 Entry into force

These Regulations enter into force on October 1st 2007

Article 7 Method of Citation

These Regulations may be cited as “Regulations for the use of buildings, grounds and facilities by students and visitors of UNESCO-IHE”.

Approved in the rectorate meeting of September 25th 2007