

## **Statistics Without Borders Volunteer Code of Conduct**

Thank you for being part of our SWB community. This Code of Conduct is designed to provide all SWB volunteers with a set of expectations for appropriate conduct and behavior. In order to preserve a climate that encourages both civil and fruitful dialogue, SWB reserves the right to suspend or terminate membership for those who do not adhere to these expectations.

### **Be professional**

- Be respectful of the clients and of other SWB volunteers who you work with on projects and be comfortable working on collaborations or in groups with other SWB volunteers.
- Ensure that SWB projects that you participate in are completed in a timely manner. Make sure communications with the client, the PCM, and any other volunteers are handled promptly.
- Disclose any potential conflicts of interest to your PCM before starting on a project. Do not participate in a project if there is an identified conflict of interest. Do not volunteer for a project if you have a moral objection to it or if you are certain that you do not possess the knowledge necessary to fulfill the request.
- Report honestly on the quality of the data and results to the clients.
- Make sure to maintain an impartial and neutral approach to a project at all times. Do not volunteer to work on a project if you hold a fixed opinion on what the results should show.

### **Be respectful and responsible**

- Treat everyone with dignity and respect. You should act in an appropriate manner at all times including acting honestly and ethically while volunteering for SWB.
- Do not verbally, emotionally or physically abuse SWB volunteers or clients, including using profanities or derogatory remarks. Do not harass, bully, or mistreat SWB volunteers or clients.
- Do not do anything that brings harm or is likely to bring harm to the reputation of SWB.

### **Confidentiality**

- All SWB volunteers should maintain professional confidentiality standards when working on a project. Do not discuss the project details to an inappropriate level with any third parties or share data without the express permission of the clients.

### **Legality**

- SWB volunteers should comply with all laws in their jurisdictions about data gathering and sharing.

### **Remuneration**

- SWB does not accept remuneration or payment of any kind. SWB volunteers must refuse any offers of recompense for their work on a project. If there is any uncertainty about remuneration, please contact the project PCM.
- Any analyses that SWB volunteers perform should be done without profit as a motive.

**Publications**

SWB volunteers and clients should communicate clearly about the possibility of publication involving the results of an SWB project. SWB volunteers must have written permission from the client for volunteers to publish analysis results.