



CODE OF CONDUCT AT A PROJECT OF THE EUROPEAN YOUTH PARLIAMENT CZECH REPUBLIC

Participant

Name: _____

Date of birth: _____

Permanent residence: _____

Role of the participant

☐ Delegate

☐ Official

☐ Team Leader

☐ Guest

Legal guardian (if participant is under 18 years)

Name: _____

Date of birth: _____

Permanent residence: _____

Signature of

☐ Participant

☐ Legal guardian

Date and place: _____

Signature: _____

I. GENERAL CONDITIONS

1. The Evropský parlament mládeže v ČR, z.s. (hereinafter '**EYP CZ**'), organises projects within the framework of the International Structure of the European Youth Parliament in accordance with the Statutes of EYP CZ. **Project** refers to an event lasting at least 24 consecutive hours and including an overnight stay. **Organising Team** refers to members of EYP CZ who were appointed by the Board of EYP CZ as those in charge of organising the event.
2. Participants attend EYP CZ projects out of their free will. Participants who are minors attend projects solely with the consent of their legal guardian.
3. For each project, the Board of EYP CZ appoints one of its members or another authorised person as the Child Protection Officer (hereinafter '**CPO**'), who acts to protect minors from actions of persons that are in violation of the law, this document or good morals.
4. The CPO shall exercise their function impartially and independently.
5. The CPO reports directly to the Board of EYP CZ for the performance of their functions.

6. For certain projects, the Board of EYP CZ appoints one of its members or another authorised person as the **Safe Person**, to whom the participant may turn in case of psychological or other distress and to whom they may report serious cases of inappropriate behaviour (bullying, harassment or other harmful or dangerous behaviour). If a Safe Person is not assigned to the project, the CPO shall perform the function of the Safe Person.
7. Participation in the project begins at the time of registration and usually ends at the conclusion, which will be declared by the President of the project, unless announced otherwise.

II. PARTICIPANT'S OBLIGATIONS

1. The participant is responsible for themselves to the extent specified by the law.
2. The participant is obligated to:
 - a) Fully comply with the laws of the Czech Republic or, where applicable, the laws of the state in whose territory a part of the project takes place;
 - b) Comply with instructions from the Organising Team and, where appropriate, instructions from other members of the Officials' Team;
 - c) Not behave in a way that negatively affects the European Youth Parliament (hereinafter '**EYP**'), EYP CZ or other participants;
 - d) Behave in a representative manner with regard to the image of EYP CZ throughout the project, even outside the official programme elements;
 - e) Behave in accordance with good manners, respect other project participants and treat them with dignity in particular by:
 - i) maintaining a positive and welcoming environment for all participants,
 - ii) avoiding behaviour that would be dishonest or offensive to others,
 - iii) respecting cultural, religious and personal differences,
 - iv) not discriminating against any participant on the basis of their age, sex, gender identity, sexual orientation, physical or mental disability, religion, national or ethnic origin, family status or other status;
 - f) Notify the CPO of any information indicating that a violation of the rights of minors, unlawful or immoral behaviour, or violation of this document has occurred, without undue delay after becoming aware of such information;
 - g) Report to the Safe Person or to the CPO, if no Safe Person is designated, serious incidents of inappropriate behaviour (bullying, harassment or other harmful or dangerous behaviour) in accordance with the procedure set out in the Policy on Safety and Welfare in the EYP¹;
 - h) Not retreat from the group during group transfers;
 - i) Not retreat from the premises or buildings in which parts of the programme are taking place without prior authorisation by the Organising Team or the Board;



- j) Maintain order and tidiness in all areas;
- k) Compensate for any damage caused by them to the extent specified in the applicable legislation.
- 3. Any bullying or harassment - whether verbal, non-verbal, sexual, emotional or in the form of physical aggression - is in no way tolerated at any EYP CZ project.
- 4. The chaperone of a Delegation, if present on the project, is responsible for the personal well-being and good behaviour of the Delegation during the project.

III. TEAM LEADERS' OBLIGATIONS

1. Participants in the role of Team Leaders are required to inform their team members of their right to receive feedback and must agree to the relevant rules regarding their position according to the EYP Policy on Evaluation and Feedback².
2. Participants in the role of team leaders are responsible for creating and ensuring a safe and dignified environment for their team members. Team Leaders must:
 - a) Be aware of the impact they may have on other participants, Officials and especially Delegates, based on their position, experience or other reasons;
 - b) Ensure that team members feel at ease, respect their boundaries and do not force them to go beyond their comfort zone without their consent;
 - c) Support and respect the voice and perspective of team members;
 - d) Provide an enabling environment for individuals to grow personally, socially, emotionally, morally and intellectually, along with providing a sense of physical security as far as reasonably possible;
 - e) Avoid sexualised activities or activities with increased potential for bullying, etc.;
 - f) Ensure that, if alcohol consumption is permitted and appropriate, it is done in a consensual and proportionate manner.

IV. OFFICIALS' AND TEAM LEADERS' OBLIGATIONS

1. Participants in the role of Officials or Team Leaders are required to act as a role model and treat other participants with respect by:
 - a) maintaining a positive and welcoming environment for all participants,
 - b) maintaining and promoting an approach based on respect for cultural and other differences,
 - c) avoiding behaviour that is unfair or offensive to others,
 - d) rejecting any form of discrimination, exclusion, shaming or humiliation,
 - e) avoiding and discouraging behaviour based on peer pressure towards any physical or sexual activity, drinking alcohol, etc.,

- f) intervening if any of the above offences are found to have occurred and reporting such behaviour to the Safe Person when appropriate.
- 2. Participants in the role of Officials or Team Leaders are required to confirm that they have read and understood the Policy on Safety and Welfare in the EYP and the EYP Policy on Evaluation and Feedback and are bound to follow the rules within.

V. HEALTH PROTECTION AND SAFETY MEASURES

1. Participants are obliged to follow the instructions of the Organising Team.
2. In case of treatment in a medical facility, participants must carry their valid health insurance card and identity card or passport. If the project takes place in any part outside the Czech Republic, the participant must show proof of travel insurance and a valid travel document at registration. If the participant is not a permanent resident of the Czech Republic, they must show proof of travel insurance and a valid travel document at registration.
3. Participants are obliged to inform the Organising Team about any injuries and health problems, damage to property or other problems that may occur during the project without undue delay.

VI. PROGRAMME

1. EYP CZ commits to provide the participants with a programme that respects their needs, is balanced and offers academic, cultural and social activities.
2. The participant attends all official parts of the programme. Should they be unable to attend the programme for a serious reason, they shall notify the Organising Team without undue delay.
3. The participant must respect the internal regulations of all facilities where they are present.

VII. ALCOHOL CONSUMPTION, SMOKING AND OTHER HARMFUL ACTIVITIES

1. Participants are obliged to abide by the laws of the Czech Republic and the location where the project takes place.
2. The participant understands that during the evening programme they may be in areas where alcohol is consumed. Alcohol may only be consumed during the evening conference programme.
3. A participant under 18 years of age is prohibited from consuming alcohol or smoking.
4. Alcohol consumption and smoking may be subject to the internal regulations of the participant's school, if the participant is a member of a school delegation.
5. The participant, regardless of age, is prohibited from consuming beverages with more than 15% alcohol by volume or beverages containing an ingredient with more than 15% alcohol by volume.



6. Participants are forbidden from consuming alcohol and smoking inside or around certain buildings, in particular the accommodation, the school, or other buildings where Committee Work and Teambuilding take place.
7. The participant is prohibited from providing alcohol or cigarettes to participants under the age of 18.
8. The participant over 18 years of age agrees to consume alcohol within the bounds of decency and that the alcohol intake will not limit them in other parts of the programme.
9. Participants are strictly prohibited from using, possessing or distributing narcotic and psychotropic substances prohibited by law. Violation of this provision will lead to immediate exclusion of the participant from the project and notification of the fact to the Police of the Czech Republic.

VIII. SEXUAL CONDUCT AND RELATIONSHIPS

1. Participants must abide by applicable laws regarding the legal age of sexual consent.
2. EYP CZ projects operate under a clear consent culture - anything that is not an enthusiastic "yes" is a "no".
3. Participants are expected to promote a safe environment free from sexual misconduct.
4. A participant cannot engage in romantic or intimate activities with a person who is in a position of trust towards them (e.g. a Delegate with any Official), as stated in the Policy on Safety and Welfare in the EYP.

IX. FEES

1. EYP CZ may require participants to pay fees that are effectively used to secure the project. EYP CZ tries to co-finance each project from alternative sources to keep the price for participants as low as possible.
2. EYP CZ will refund the fees in full if the participant is unable to attend the project and notifies the Organising Team at least 10 working days before the start of the project. In the event that the EYP CZ has irretrievably expended the funds from the participant's fee, EYP CZ will refund the participant's fee only for the remainder of the unspent amount.

X. FINAL PROVISIONS

1. This notice includes consent to the processing of personal data in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Policy of EYP CZ³.

2. Participants in the role of Officials or Team Leaders are required to confirm that they have read and understood the Policy on Safety and Welfare in the EYP and the EYP Policy on Evaluation and Feedback and are bound to follow the rules within.
 - f) intervening if any of the above offences are found to have occurred and reporting such behaviour to the Safe Person when appropriate.
3. Violation of these rules may also result in other disciplinary measures, which may include a warning, mention of such behaviour in the participant's evaluation, inability to be selected to the International Session or other international events, or temporary or permanent ban from all EYP events, both Czech and international.
4. Complaints of particularly serious violations of these rules may lead to further consequences imposed by the EYP Governing Body and referral to the international Safe Core Team.