

Via Buffi 13
6900 Lugano
Switzerland

from MEM Administration
tel + 41 58 666 4950
fax + 41 58 666 4647
e-mail mem@usi.ch
web www.mem-summer summit.ch
date 01.08.2018

MIDDLE EAST MEDITERRANEAN MEM SUMMER SUMMIT 2018 CODE OF CONDUCT

PURPOSE

Università della Svizzera italiana is an educational institution and learning community, based upon core values of responsible citizenship, integrity, honour, accountability, mutual respect, leadership, and service. These values are fundamental to the University community and its ethical standards. Ethics and integrity fall under the responsibility of each individual.

MEM SUMMER SUMMIT 2018

The MEM Summer Summit 2018 is organised by Università della Svizzera italiana (USI), with the help of several institutions, companies, foundations, and donors. Its primary objective is to elaborate and circulate proposals for the betterment of the Middle East Mediterranean region. The proposals will be elaborated during the Seminar by the young change-makers, who are its main actors. They will then be presented by a select group of representatives at the beginning of the Forum and will provide important input for the different sessions and panels. Representatives of the young change-makers will be directly involved in the discussions held during the Forum.

The participants at the Summit come together to create a sense of shared future. The Summit's success depends greatly on the participants' collective and courteous attitude and behaviour. The present Code of Conduct sets out the basic rules, which Università della Svizzera italiana expects all participants to abide by, to create respectful, cooperative, and fruitful working environment.

The Code of Conduct will be made available to all participants and will also be published on the MEM Summer Summit website.

RESPECT

The Summit gathers a unique blend of people in one place, comprising a great variety of backgrounds, personal histories, and beliefs.

It is of fundamental importance that all feel welcome and part of the community created on this occasion. The organisers work towards the success of the Summit, for the greater good. They have invested their competencies and energy in this endeavour, and their efforts should be treated with due respect.

- ✓ Participants are required to behave in a respectful manner;
- ✓ Participants shall follow the organisational rules in full;
- ✓ Participants shall respect the freedom of speech, ideas, and opinions of all participants, in line with the principles governing the MEM Freethinking platform;
- ✓ Participants should always wear their official personal badge. The badge represents proof of registration and allows participants to recognise each other;
- ✓ Participants are expected to attend all Seminar activities and be punctual.

PRIVACY

The privacy policies, which were transmitted upon registration and/or upon invitation, should be respected by the participants (Young Change-makers, Guest Speakers, Course Directors, USI Staff, USI Volunteers).

- ✓ The organisers will not communicate the participants' data to any third party, without proper authorisation;
- ✓ The Seminar is a private event and only invited people, each of whom can be identified with their own badge, are allowed to attend its sessions;
- ✓ When a meeting, or part thereof, is held under the Chatham House Rule, participants are free to use the information received, but neither the identity, nor the affiliation of the speakers, nor that of any other participant, may be revealed;
- ✓ No audio, video recordings, or photographs during lectures, workshops, conferences, or dialogue sessions are permitted;
- ✓ Participants cannot take pictures of other participants unless they have explicitly asked and received permission to do so.

MEDIATION

In the event that:

- ✓ a participant does not feel at ease at the Summit, or
- ✓ feels another participant is failing to respect the Code of Conduct, or
- ✓ would like to suggest a change to the Code of Conduct,

he/she shall contact the person in charge of the MEM InfoDesk, who will be on standby duty throughout the Summit:

during the Seminar in Room 251, USI Main Building,

during the Forum at the MEM InfoDesk, Palazzo dei Congressi.

All cases will be brought to the attention of the Rector of USI, who will ensure proper mediation.

Lugano, 01 August 2018

