

## Purpose

The purpose of this internal document is to articulate the ethical principles of the organization's activities, as well as the conduct of its management, employees, associates and members.

### 1. Rules applicable to the organisation as a whole:

#### 1.1 Financing

- AMO emphasises multi-source funding to ensure its financial health and independence. The acceptance of a donation or the establishment of a partnership with financial ties does not entail AMO assuming the interests of the donors and partners.
- AMO adheres to the principles of transparency. It lists all legal entities from which it has accepted donations or entered into financial partnerships in its annual report, as well as individuals donating more than CZK 50,000. It also makes use of only those crowdfunding platforms that enable the identity of the donor to be disclosed. For individual outputs that were created in cooperation with specific donors or partners, AMO transparently discloses this link.
- AMO's income is used to fulfil its mission as defined in its Statutes. AMO initiates projects and enters into partnerships in accordance with its expertise and awareness of its own capacities.

#### 1.2 Relations with political parties and movements

- AMO strives to increase the expertise of political parties and movements and cultivate public debate on foreign policy issues.
- AMO is open to cooperation and dialogue with political parties and movements across the political spectrum.
- AMO does not seek the success or failure of any particular political entity.

#### 1.3 Acting on behalf of AMO

- AMO shall be represented externally by the Director in accordance with the Statutes.
- AMO's advocacy activities express the goals of the projects in question, not necessarily the organization as a whole; the outputs are always in accordance with the organization's mission and the will of the members.
- The decision for AMO to participate in tenders, campaigns, platforms, etc. is made by the Director or the members.

#### 1.4 Research

- AMO's professional outputs, chiefly comprising policy papers, briefing papers and research papers:
  - are prepared by authors with competence and qualifications appropriate to their topic;
  - reflect to the best of their conscience and awareness the views and opinions of the authors, not those of the organisation;
  - reflect the current state of knowledge and transparently reference sources of information and assumptions made;
  - transparently separate research results from the value judgments and interpretations of the authors;
  - undergo internal quality control;

- transparently declare any funding intended for their creation.
- The management of the AMO Research Centre is responsible for and oversees the quality of the professional outputs and their accordance with ethical principles.

## 2. **Rules applicable to individual persons:**

### 2.1 Conflicts of interest

- A conflict of interest arises where an AMO *member or associate* has other interests or affiliations that may affect the fulfilment of his/her tasks, rights or responsibilities within AMO.
- Such interests and affiliations must be transparently disclosed for all outputs that could be subject to conflict of interest.
- AMO *members and associates* are obliged to avoid conflicts of interest and situations that could give rise to the impression that representing AMO or having an affiliation to AMO may serve to achieve their own interests or the interests of another person. In cases of doubt, members and associates shall consult with their supervisor or the Director.
- Conflict of interest decisions are made by the Director, who acts in accordance with the meaning and purpose of this Code of Ethics and the AMO Statutes. The Director shall inform the Supervisory Board of the resolution.

### 2.2 Conduct

- AMO *members'* conduct and activities cannot be considered as the views of the organization. AMO members do not act in the name of AMO, but may declare their membership of AMO.
- In accordance with the Statutes, *members of* AMO shall consult and inform the Director on their activities in the field of international relations and foreign policy and shall endeavour to ensure that their activities do not harm the good reputation of AMO.
- AMO *staff and associates* may speak publicly with an affiliation to AMO based on their expertise and position within the organisation.
- AMO *staff and associates* who are active in their area of expertise in other entities shall declare to the maximum extent possible when acting externally whether they are acting with an affiliation to AMO. It is not permissible to hold both an AMO affiliation and a party political affiliation.
- AMO *staff and associates* may individually sign up to calls, petitions, campaigns, etc. with an AMO affiliation, provided these documents or activities do not conflict with AMO's mission. However, this action cannot be considered as a position of the organisation.
- AMO *staff and Supervisory Board members* maintain up-to-date profiles on the AMO website where they transparently list their other activities, including those outside AMO's professional focus and including membership or other formalised relationships with political parties and movements and their youth organisations.
- The personal social media accounts of AMO *staff and associates* do not reflect the views of the organisation.
- If AMO *staff and associates* use public social media profiles and state their affiliation with AMO, they must also clearly state that they are presenting their private views on the profile, which do not reflect the views of the organisation. At the same time, they must take care to preserve AMO's reputation in their posts.
- AMO *members and associates* shall respect the principles of courtesy and decency when acting with AMO affiliation.

### **Breaching the Code of Ethics:**

The Director and the Supervisory Board must be informed of any possible breach of the Code of Ethics. The Director shall decide how to deal with a possible breach of the Code of Ethics, unless a membership meeting reserves this decision. In the event of a violation of the Code of Ethics by the Director or a member of the Supervisory Board, the Supervisory Board shall decide how to deal with the violation, and the Director shall be obliged to implement the decision taken by the Supervisory Board, unless the resolution is reserved for a membership meeting.

Authors Vladka Mušálková (first draft), Vít Dostál, Adéla Denková,  
Vojtěch Bahenský, Tereza Jermanová, Jakub Kufčák, Martin  
Mezenský, Zuzana Netolická, Ondřej Novák (comments, changes)

Responsible person Vit Dostal

Approved by

Date

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