

Code of Conduct relating to collaboration by the Danish Diabetes and Endocrine Academy (DDEA) and the DDEA Board of Directors (BoD) with the life-science industry

The Danish Diabetes and Endocrine Academy (DDEA) has an ambition to establish a close and fruitful collaboration with stakeholders in the life-science industry in Denmark and abroad.

This collaboration will be implemented in the three key activity classes of DDEA: Education and talent development; networking and collaboration; and grants.

In order to ensure transparent collaboration between DDEA and the life-science partner concerned, so that the integrity of DDEA and its motives for the collaboration cannot be called into doubt, the following code of conduct is adopted.

In any given financial agreement between DDEA and a partner from the life-science industry within the three key activity classes of DDEA - education and talent development, networking and collaboration and grants - a transparent and detailed contract must be drawn up covering, *inter alia*:

- the purpose of the collaboration;
- the division of roles and responsibilities;
- funding for both partners;
- data ownership;
- confidentiality;
- data dissemination;
- timescale.

The DDEA BoD and the legal department at Odense University Hospital must approve the contract, according to the rules in force regarding signing of agreements with external collaborators. The DDEA Secretariat must subsequently publish the contract on its website.

Furthermore, in all collaborations between DDEA and life-science stakeholders, including e.g. funding, use of laboratories, materials and machinery, for education and talent development activities, collaboration and networking activities and grants, the relevant partner(s) must be clearly indicated on the DDEA website, in the course programme, and at the course itself (PowerPoint). For DDEA grant recipients with co-funding from life-science industry, the relevant life-science partner must be clearly indicated in any presentations or any publications (under 'Funding/Acknowledgements').

If DDEA receives funds for grants from a life-science partner to PhD scholarships, postdoctoral fellowships, visiting professorships, or travel grants, the announcement and the allocation of such grants must follow DDEA's regulations on open, free and transparent competition.

In addition, the following code of conduct is adopted in respect of the DDEA BoD members and the DDEA Managing Director.

The following information on potential conflicts of interest shall be disclosed to the DDEA Secretariat and the other BoD members. Disclosure should be made to the DDEA Secretariat annually (deadline 31 December each year) and will be made available to the BoD members at the first meeting of each calendar year. In addition, the information will be clearly indicated on the DDEA website.

The BoD members or the Managing Director must disclose:

- If they receive any personal remuneration from the life-science industry for work carried out on its behalf (including consultancy work).
- If they receive a research grant from a life-science partner, this information must also be disclosed and made available at presentations (Conflict of Interest) and in any publications.
- If they receive any other payment from a life-science partner, e.g. for covering travel to and participation in national or international scientific meetings.

Finally, In connection with BoD meetings where the BoD will consider specific cases where the BoD member or the DDEA Managing Director are aware of circumstances relating to themselves that may entail any conflicts of interest or particular interest in the case, the person concerned has a duty to inform the other BoD members and the DDEA Secretariat as early as possible before the relevant meeting takes place, and the information shall be set out in the minutes of the relevant meeting.