



RESCOM Code of Conduct Policy

October 2019

Policy aims and objectives

This document outlines TSA's code of conduct for both scientific and lay members of the RESCOM (including the Chair), when taking part in any review processes linked to the charity's research funding programme

TSA's main goal is to reach more people and drive more research. When allocating charitable funds for research, the overriding consideration of TSA is to support the best quality research that has the greatest potential benefit for those affected by TSC.

TSA relies heavily on, and is greatly appreciative of, the goodwill and willingness of those members of the medical and scientific community, and people affected by TSC, who give generously of their time to participate in its research funding processes to ensure that the charity is able to achieve these objectives.

TSA aims to ensure that it receives expert and appropriate advice in research matters and that it sets an appropriate research strategy that enables the charity to meet its objectives. It also aims to ensure that research proposals are assessed objectively, impartially and in accordance with the guidelines set out by the Association of Medical Research Charities, of which it is a member. Advice from and review by an appropriately constituted body is seen as an essential element of this process.

As part of its commitment to impartiality and the integrity of the peer review and advisory processes, TSA has set down a code of conduct for the members of RESCOM. The purpose of this code of conduct is to protect and preserve the integrity of both its advisors and its processes, as both of these groups have the opportunity to discuss the applications and their reviews are not done in isolation.

If TSA has reason to believe that a member of RESCOM has breached this code of conduct, then he or she may be asked to step down from the committee.

The Tuberous Sclerosis Association
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Main Switchboard: 0300 222 5737

Registered address: The TSA, Unit 56, 1 Emma Street, London, E2 9FP
Charity number: 1039549 (England & Wales), SC042780 (Scotland)



Code of conduct

Each member of RESCOM must at all times act in good faith and observe the highest standards of impartiality, integrity and objectivity in relation to the conduct of the committee's business in making research funding recommendations for the charity. In particular, members should:

- familiarise themselves with the terms of reference of the committee;
- declare any personal or business interest which may, or may be perceived to, influence their judgement. A register of interests will be kept up to date and members should declare new interests as they arise to the Chair of RESCOM or, in the case of the Chair, the Head of Research.
- not participate in the discussion or determination of matters in which they have a personal or business interest, and normally withdraw from any meetings where these are discussed;
- make a declaration of interest at any relevant meetings, where such an interest relates specifically to a particular issue under consideration, for recording in the minutes (whether or not a member withdraws from the meeting);
- ensure that the views of any individuals they are representing are reflected and that any final discussions relating to research funding decisions take these views into account;
- not misuse information gained in the course of serving on the committee for personal gain, nor seek to use the opportunity of serving on the committee to promote their private interests or those of connected persons or organisations;
- understand and accept that they are appointed as individuals and not as representatives of organisations by which they are employed or with which they have significant contracts;
- respect and abide by the stipulations outlined in the charity's conflict of interest policy;

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- treat all documents and correspondence relating to applications for funding as strictly confidential and not disseminate or discuss them with anyone (who is not a current member of RESCOM) without the prior permission of TSA. Members undertake to keep all documents secure and to dispose of them securely after decisions have been reached.

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