

DARE UK (Data and Analytics Research Environments UK)

Interest Groups (IG) and Working Group (WG) Code of Conduct

The [DARE UK programme](#) started in July 2021 with a vision to enable a step-change in the UK's national research capability for secure sharing, linkage, and analysis of sensitive data for research and innovation at scale for public benefit. More specifically, DARE UK seeks to drive forward the creation of a secure network of trusted research environments (TREs), joined through federation and interoperability to support cross-domain, cross-jurisdictional linkage, and analysis of sensitive data for research in the public good.

1. Professional behaviour

Constructive contributions to the DARE UK programme and the broader UK sensitive data research community are valued and welcomed. We ask that as part of the DARE UK community groups – specifically Interest Groups (IGs) and Working Groups (WGs) – you strive to ensure others feel equally valued and welcomed by treating others with the respect and professionalism with which you would expect and prefer to be treated. The DARE UK programme believes all community group contributors and participants have:

- The right to be safe from harassment or discrimination in all its forms.
- The right to fully engage in all the activities relevant to the community groups they are a part of.
- The right to have any complaints or concerns investigated.

All members of DARE UK community groups are expected to abide by the following core principles:

- **Public trust** – Public trust first, last, and always. DARE UK community groups are expected to ensure they have appropriate integration of the public's voice within their membership and work.
- **Openness** – Membership is open to all interested individuals who subscribe to the DARE UK programme vision. DARE UK community group meetings and processes are open, and the deliverables of DARE UK community groups will be made available and publicly disseminated.
- **Inclusive** – The DARE UK community groups should encourage broad, balanced, and inclusive representation within its memberships and across relevant stakeholder communities.
- **Start from where we are** – The DARE UK programme and community groups work to join up an existing, mature sensitive data research landscape in the UK and co-design with/from existing practitioners/components.
- **Community-driven** – The DARE UK community groups are public, community-driven bodies constituted from volunteer members and organisations, supported under the DARE UK programme and working towards a shared vision for the UK sensitive data infrastructure landscape.
- **Open source first**, non-profit, and technology-neutral – The DARE UK programme and its community groups do not promote, endorse, or sell commercial products, technologies, or services and the development of open and re-usable recommendations and outputs as part of the DARE UK programme is mandatory. All foreground IP generated through an interest or working group shall be shared as open source under a Massachusetts Institute of Technology (MIT) or other equivalent

permissive licence. You can find some additional information from the Software Sustainability Institute¹ and the Alan Turing Institute.

- **The “IETF principle”** – DARE UK community groups adhere to the [spirit of “rough consensus”](#) (where a lack of disagreement is more important than agreement, and where all issues are addressed but not necessarily accommodated), looking to nucleate advances in small groups and rely on the combined judgement of relevant communities to iteratively move the programme vision forward.

2. Meeting etiquette

Join on time and come prepared

Please be prompt in arriving to the meeting and in returning from breaks. Be prepared to contribute to achieving the meeting goals, please read any materials that are sent to you in advance and join the meeting with a positive and optimistic attitude.

Contribute to the goals of the meeting

Participate by listening, sharing ideas, asking questions, and contributing to discussions. Share your unique perspectives and experience and speak honestly and transparently. If you state a problem or disagree with a proposal, try to offer a solution.

Stay on point

Respect the groups’ time and keep comments relevant to the topics being discussed.

Be courteous, respectful, and value the diversity of participants

Honest and constructive conversations and written comments are encouraged and must be conducted respectfully without blame or judgement on an individual or organisation. Treat all meeting participants with the same respect you would want from them. Any disruptive behaviour or inappropriate or offensive comments are unacceptable.

3. Production/posting of inappropriate content

DARE UK expects community group members to refrain from the production or posting any of the following in a DARE UK context:

- Material that infringes the intellectual property rights of another person or entity, including insufficient copyright attribution.
- Material which defames, abuses, or threatens others or has the potential to incite to violence.
- Statements that are bigoted, hateful, discriminatory, or racially offensive.
- Material that is unlawful or advocates illegal activity or discusses illegal activities with the intent to commit them.
- Material that contains vulgar, obscene, or indecent language or images.
- Unauthorized posting of personal information (names, addresses, phone numbers, email, etc.) of other individuals, sometimes referred to as doxing.
- Commercial solicitations.
- Opinions of fictitious parties.

We expect participants to follow these rules at all DARE UK affiliated meetings, workshops or events, on endorsed DARE UK online platforms, or when using associated social media identifiers of DARE UK (i.e.,

social media handles: [@DARE_UK1](#) on X (formerly Twitter) and DARE UK on [LinkedIn](#) and the hashtag #DAREUK).

4. Harassment

DARE UK does not tolerate harassment. Harassment includes but is not limited to, offensive verbal or written comments related to any of the following: gender, gender identity and expression, age, sexual orientation, disability, physical appearance, body size, colour, race, ethnicity, religion. It can also include activities related to display of sexual images in public spaces, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention.

DARE UK recognises that what is offensive will vary across cultures and individuals. Harassment is defined from the perspective of the individual who is the target of the harassment. In the case of divergent views, cases will be presented to the DARE UK Delivery Team and/or Operational Management Group as appropriate. The DARE UK Director will be the ultimate arbiter.

5. Breach of the code of conduct

DARE UK is committed to maintaining a respectful, inclusive community environment. When concerns about conduct arise, we provide both informal resolution pathways and formal processes for addressing breaches of this Code of Conduct.

Informal Resolution

Before initiating a formal complaint, we encourage:

- Direct communication: If comfortable doing so, communicate directly with the individual(s) involved about your concerns in a respectful manner.
- Mediated discussion: Request assistance from your community group co-chairs or the DARE UK Delivery Team to facilitate a conversation between affected parties.
- Resolution: Focus on understanding the harm caused and establishing mutual agreements about future conduct.

Reporting a Formal Concern

If informal resolution is insufficient or inappropriate, please report concerns as soon as possible:

Contact the DARE UK Delivery Team via email at enquiries@dareuk.org.uk with:

- Description of the incident(s)
- Date(s), time(s), and location(s)
- Names of individuals involved
- Names of any witnesses
- Any relevant documentation or evidence

The DARE UK Delivery Team will aim to acknowledge receipt within 2 working days.

How Reports Are Investigated

Once a concern has been formally reported:

- Initial Assessment: The DARE UK Delivery Team, along with the co-chairs of the involved interest or working group(s), will conduct an initial assessment to determine appropriate next steps.
- Investigation Process: When warranted, investigations will:
 - Be conducted by neutral parties without conflicts of interest
 - Include interviews with all relevant parties
 - Be completed within 30 days when possible
 - Maintain confidentiality to the extent practical
- Determination: The investigation will determine whether a breach of the Code of Conduct has occurred. In the case of divergent views, the DARE UK Director will have the final decision.

Actions Following Breach Determination

Depending on the nature and severity of the breach, one or more of the following actions may be taken:

- Informal warning with documented guidance for future conduct
- Formal written warning
- Temporary suspension from group activities or events
- Permanent removal from DARE UK groups and activities
- Referral to external authorities, in cases where conduct may violate legal or institutional policies

Factors considered in determining appropriate actions include:

- Severity and impact of the behaviour
- Whether the conduct was repeated or intentional
- The individual's response and willingness to remediate

Resolution Process

Following investigation and determination:

Resolution Meeting: Affected parties will be invited to a resolution meeting to:

- Review findings
- Discuss appropriate remedies
- Establish agreements for moving forward

Documentation: All formal resolutions will be documented with:

- Summary of the issue
- Investigation process
- Findings
- Actions taken
- Follow-up plan

Appeals Process

Individuals subject to formal actions may appeal the decision by submitting a written response within 14 days to the DARE UK Director. A neutral panel will review the case.

Confidentiality and Non-Retaliation

- All parties involved in a conflict resolution process will maintain appropriate confidentiality.

- DARE UK strictly prohibits retaliation against individuals who report concerns or participate in investigations.
- False reports made with malicious intent may themselves constitute a violation of this Code of Conduct.

Post-Resolution Monitoring

After resolution, the DARE UK Delivery Team will:

- Check in with affected parties after one month
- Provide ongoing support resources as needed
- Monitor for any patterns requiring systemic intervention

The final decision for actions taken in the case of a breach lies with the DARE UK Director.