



Olympiad Codex

This Olympiad codex functions as a basis for all volunteers and collaborators of the Science Olympiad (SO) and their member associations. The first part contains the goals and values of all Olympiads. The rights and obligations of volunteers are in the second part.

Our Mission Statement

We, the volunteers and collaborators, commit ourselves to the following goals and values:

- We encourage curious young people and awaken their scientific talents and creativity.
- We organize competitions in which young people demonstrate scientific excellence.
- We create encounters between young people, volunteers and researchers - both national and international.
- We maintain fair and respectful interactions among ourselves and with participants.
- We design our educational program to be as free of barriers as possible and ensure that participants can participate with no cost.
- We plan for the long-term and use our resources sustainably.

Our Values

Respect

We interact with each other, with participants in the Science Olympiad, and with other contributors in a respectful manner. Bullying, sexual harassment and exploitation as well as violence will not be tolerated. We commit ourselves to preventing skin color, gender, sexual orientation, language, geographical and social origin, religious and political affiliation, as well as physical disabilities from contributing to disadvantages and we commit ourselves to not discriminating against anyone. In addition, the recommendations from the [guide on gender](#) apply.

In the association, ideas and recommendations towards improvement are openly discussed and decisions are made inclusively with the people concerned. We mutually support each other as far as our personal commitment allows. The commitment should be fun for all and should be a personal enrichment.

Fairness

Fairness and impartiality are important to us and are central in a competition. We treat all participants in the context of the competition as unbiased and as independent from personal relationships with the participants as possible. In particular, all performances by participants will be corrected and evaluated in the same way, and the selection criteria will be transparently applied to all.

Volunteers whose students, siblings, or other close relatives or acquaintances participate in the competitions refrain from the correcting of exams of the person close to them, should an anonymization of the correction not be possible. Volunteers can be involved in the preparation and selection of the examination exercises, as long as it is guaranteed that they do not give the person they know any unfair advantage in doing so. In any case, they inform the Board of Directors in good time should a relative or acquaintance participate.

Equal Opportunity and Sustainability

We want the educational program of the Science Olympiad to be built as free of barriers and as inclusive as possible. With equal opportunity in mind, none of the participants' chances to participate or to succeed in the Olympiads should be influenced by non-performance related or personal characteristics. Among others, gender, language, place of residence, social background as well as financial situation all belong to these characteristics.

So that participants with limitations, disabilities or chronic illnesses can make full use of their abilities, they are granted supportive measures in a balanced framework wherever possible (see the [barrier-free Olympiad concept](#)). For the removal of barriers of any kind, an [“Equal Opportunity Education” fund](#) is available.

We plan for the long term and handle our resources sustainably. For the Olympiads, sustainability includes not only equal opportunities, but also a most effective use of our financial resources, a most ecological implementation of our educational program, as well as fair and socially acceptable working conditions for all volunteers and collaborators. In particular, we prevent volunteers from overworking themselves through too much responsibility and work.

Rights and Obligations of Volunteers

The following rights and obligations are valid for all volunteers that are active in the Olympiads - from casual helpers to members of the Board.

Tasks, Authority, and Instructions

A dependable completion of tasks is expected of all volunteers. This also includes a careful handling of the data of participants and volunteers, of financial matters, as well as of materials and IT-systems that are made available.

The members of the Board support volunteers and ensure that volunteers are sufficiently informed about their tasks and authority. Volunteers comply with the decisions that are made and seek information in the event of uncertainties.

All volunteers complete their promised tasks to the best of their ability and knowledge. In case any problems arise, additional support is needed, or in case the tasks are not able to be completed, volunteers inform their colleagues or the Board as early as possible, so that they can organize solutions. Alternatively, volunteers can also address the persons of trust of their association or the Science Olympiad office.

An early recognition and addressing of potential problems and an open, respectful handling of this is important. In doing so, the Olympiads want to prevent frustration and overworking of individual volunteers.

Volunteers who would like to end their commitment inform the corresponding people in time. Should the Olympiad waive the services of volunteers, then they inform them of this as soon as possible.

Behavior and Handling of Participants

All members of the association carry the responsibility to protect the wellbeing of the participants, be it through their own behavior or by pointing out problematic behavior to other volunteers. In critical situations, volunteers should get advice from persons of trust or the Board in order to find a solution together.

Volunteers are not intrusive towards participants and do not behave problematically. Problematic behavior includes in particular when volunteers flirt with participants, have avoidable physical contact, repeatedly intentionally create situations where they are alone with a participant, or behave otherwise suggestively. In cases of repeated or particularly problematic behavior, the Board shall suspend or completely exclude the volunteer.

Complaints of problematic behavior will be taken seriously by volunteers. Where volunteers cannot resolve the issue themselves, they forward the complaints of the participant(s) to the contact person or the Board. Should the problems not be solved there either, the SO or an external consultation office should be contacted.

Sexual or romantic relations between volunteers and participants are prohibited during the entire duration of the competition¹. Relationships between people who have the same role (for example two volunteers or two participants) do not fall under this rule. Should a relationship between volunteers and participants develop nonetheless, the concerned volunteers inform the Board and suspend their involvement in the association as long as the participant participates in the competition. Exceptions to this are involvements without any relevance to the participants, for example association gatherings or trips (without the presence of participants).

Illegal drugs and excessive consumption of legal drugs (among others binge drinking) are prohibited. Legal intoxicants (alcohol and tobacco) should be consumed only minimally in the presence of participants; the role model function is appealed to.

Moderate serving of alcohol to participants is reserved for special occasions and must take place in a legal framework (age categories as well as laws abroad are to be observed).

Pictures, Videos, Web, Social Media

Recordings of our event will be shared with the Science Olympiad and their associations. Should volunteers not wish to have image, audio, and/or video recordings be made of them or not wish to have them be published on the web, on social media, or in other media, they must inform the Board in advance.

Should photo or video recordings of other people be made, the concerned persons are informed in advance about the recordings and their intended uses.

For the use of third-party content, the [Copyright code](#) continues to apply.

¹ Sexual relations with persons under 16 years of age are punishable if the age difference between the persons involved is more than 3 years. It is also a punishable offense for someone to have sexual contact with a person under the age of 18 who is dependent on them, taking advantage of this dependence.

Compensation and Expenses

In principle, Volunteers' work is unpaid, i.e. without financial compensation. In the case of an exceptionally high workload, the Olympiad can consider an employment via the SO.

The Olympiad reimburses volunteers for all expenses made while volunteering (for example for traveling and materials) in accordance with the Olympiad's expense regulations.

Certificate of Volunteer Work and Education and Training

Volunteers can request a written confirmation of their work from their association or from the Science Olympiad that states the nature and duration of their volunteering assignment, as well as their achievements (skills contributed and acquired) and behavior. The layout and the wording should be chosen in such a way that the document can be added to an application portfolio without additional formatting. Thus, the volunteer work takes on a direct and positive influence on the professional life of the volunteers.

Volunteers can participate in educational and additional trainings of the Science Olympiad and of the member associations. Wishes for additional education and additional trainings (as well as those offered by third parties) can be brought to the SO by the volunteers at any time.

Copyright and Usage Rights

Should volunteers create copyrighted material for their Olympiad, the copyright remains with the volunteers. The Olympiad receives a comprehensive, irrevocable, temporally and geographically unlimited right of use.

The right of use includes in particular the right to:

- a) Use, modify, and combine the work with other works;
- b) Distribute the work, make it available to third parties or sell it;
- c) Create copies of the work, such as printed products, sound, image, and data storage devices;
- d) Reproduce, use and publish copies of the work.

In individual cases, namely in the case of a large personal contribution, a restriction of the right of use may be agreed upon before the copyrighted material is created.

The Olympiad publishes the material, as far as is allowed by the competition. If possible, the authors will be named.

The volunteers retain in addition to the copyright their own unlimited right of use, provided that this does not interfere with the competition of the Olympiad. In particular, exam questions may not be published before the exam.

Liability and Insurance

The Science Olympiad and its member associations vouch for the services of the volunteers to third parties.

The SO and its member associations shall only claim damages or recourse against volunteers if they exceed their authority, if they breach a fundamental duty, or if they intentionally cause damage to

the SO or an association through gross negligence. Volunteers are not liable for insignificant breaches of duty and for damages caused by slight negligence.

The SO has a public liability insurance. In addition, volunteers are personally responsible for ensuring that they are properly insured. Health and accident insurance, as well as personal liability insurance are mandatory. When traveling abroad, it must be ensured in time that the insurance coverage is valid there as well.

Confidentiality

As long as volunteers obtain knowledge of confidential information, they may only use it in the context of their tasks for the Olympiad and may neither disclose it to unauthorized persons nor exploit it themselves.

Volunteers may not disclose confidential information about the exams to participants and they must ensure that participants cannot take note of it, as long as and to the extent that it is necessary in the interest of the exam being able to be conducted fairly.

Confidential information about people may only be disclosed to the extent that it is in the interest of the person in question. The [general data protection regulations](#) apply.

Should an incident occur in which information is inadvertently disclosed to outside parties, the Board shall be informed immediately so that it can plan further action.

Entry Into Force and Amendments

This code was unanimously approved at the Science Olympiad (SO) General Assembly on 02.07.2022 and is binding for all member associations and their volunteers. Amendments to the code can be approved by a relative two-thirds majority of valid votes cast at the SO General Assembly.