



RULES OF CONDUCT – MENTOR

1. In my conduct, I adhere to the principles of equal treatment of all persons, regardless of gender, race, religion, or age. I follow the principles of fair and respectful behavior. I undertake to comply with generally binding legal regulations, the principles of academic rights and freedoms, and the rules set out in the internal documents of the University of Chemistry and Technology, Prague (UCT Prague), in particular the UCT Prague The Code of Ethics and other relevant internal regulations of UCT Prague.
2. I participate in the mentoring role in a field in which I possess professional expertise and life experience corresponding to the requirements and expectations of the mentee. I will not create false expectations regarding mentoring beyond what I can realistically provide to the mentee.
3. I am aware that mentoring does not replace supervision, line management, psychotherapy, legal, medical, financial, or other professional counseling. If a matter exceeds my role or competence, I will recommend that the mentee contact the program coordinator or another appropriate professional service.
4. I will treat all information, including personal data obtained from the mentee, as confidential during and after the mentoring program. Exceptions include information that the mentee explicitly authorizes me to disclose, as well as situations specified in the Mentoring Guidelines, particularly suspicions of violations of program rules, inappropriate behavior, discrimination, harassment, safety risks, conflicts of interest, or other serious circumstances requiring resolution with the program coordinator or the relevant UCT Prague department.
5. I will never present my mentee's opinions, results, or achievements as my own. If a joint output is created within the mentoring collaboration, I will agree with the mentee in advance on the extent of involvement, attribution of authorship, use of results, and any further handling of the output.
6. I will comply with the agreed dates of our meetings. In unavoidable circumstances, I will arrange any change of date sufficiently in advance. I will respond to telephone calls, emails, and other messages within a reasonable time and in accordance with the communication rules agreed upon with the mentee.
7. If a conflict of interest arises or is likely to arise, I will inform the mentee without undue delay and, depending on the nature of the matter, also notify the program coordinator. I will act in a way that prevents harm to the mentee, the mentee's supervisor or employer, as well as to my own employer.
8. In the context of mentoring, I will not in any way exploit or misuse my relationship with the mentee, whether financially, professionally, personally, or otherwise. I will not abuse the mentee's trust and will not request services, work, favors, or any other benefits beyond the agreed scope of mentoring.
9. I respect the mentee's autonomy and responsibility for their own academic, professional, and personal decisions. I will not promise the mentee employment, an internship, participation in a



selection procedure, a recommendation, a reference, networking opportunities, or any other advantage unless I explicitly and voluntarily decide to do so.

10. If the mentoring relationship proves unsuitable or unbeneficial for either the mentee or myself, I respect the possibility of terminating it without the need to prove any fault on the part of the other party, in accordance with the procedures set out in the Mentoring Guidelines.
11. I undertake to comply with these rules of conduct. I am aware that if I breach them, the situation will be addressed with the mentoring program coordinator and may result in the early termination of the mentoring relationship or of my participation in the program.