

## **Code of Conduct on Collaboration within the Permanent Senate Commission for the Investigation of Health Hazards of Chemical Compounds in the Work Area and its Working Groups**

1. The Permanent Senate Commission for the Investigation of Health Hazards of Chemical Compounds in the Work Area was established by the DFG to create the conditions for independent, interdisciplinary and science-led discussion on hazardous substances relevant to the workplace. The Commission establishes and justifies maximum concentrations and tolerance levels in biological materials such as blood and urine as relevant to the workplace after evaluating all available scientific studies and documented observations. In addition, it assesses the carcinogenic, teratogenic and germ cell mutagenic effects, the respiratory and skin sensitisation and the skin absorption of chemical substances in the work area. The results of its deliberations are compiled in the annually published List of MAK and BAT Values. Furthermore, the Commission develops, tests and evaluates analytical methods for the detection of exposure to hazardous substances in the air and in biological material. The List of MAK and BAT Values along with all the Commission's justifications and methodological documentation are publicly available in the MAK Collection for Occupational Health and Safety. The DFG finances the documentation involved in the work of the Commission,
2. which is made up of members who are appointed by the DFG Senate to serve on it. The chair and overall responsibility is assigned to a member of the Commission. Researchers who work for federal or regional authorities and who are involved in assignments in the Commission's field of work on an ex officio basis may participate as permanent guests. In addition, guests may be invited by the Commission and the working groups in connection with specific topics from time to time. Guests are expected to contribute their expertise to support the Commission in its evaluation and decision-making process.
3. The Commission has established several working groups whose thematic areas relate to and are aligned with the Commission's overall objective. All results arrived at by the working groups are fed into the Commission's decision-making processes. With the support of the Scientific Secretariats, the leaders of the respective working groups have the task of ensuring a constant exchange of information with the Commission and between the working groups in order to enable the Commission to fulfil its tasks. Once a year, a formal decision on the results of the work is taken by the members of the Commission in plenary session.
4. The work of the Commission and its working groups is accompanied and supported by the Scientific Secretariats. Their tasks essentially include researching and evaluating literature and compiling the data for the justifications, as well as preparing and following up on meetings and discussion processes.  
For detailed information on the tasks of the Scientific Secretariats, see:  
[www.dfg.de/health\\_hazards/scientific\\_secretariat](http://www.dfg.de/health_hazards/scientific_secretariat)

5. Decisions on work processes and procedures relevant to the Commission as a whole are made by the Chair of the Commission with the involvement of the working group leaders.
6. At the meetings of the Commission and the working groups, discussions are held openly and continue until agreement is reached among members on the results. Suggestions that serve to optimise the process and critical comments on the Commission's working methods are welcome at any time and are to be presented and discussed openly. In order to facilitate overarching discussion, comments are to be made via the working group leaders.  
Collaboration based on trust is the fundamental requirement for the successful fulfilment of the Commission's tasks.
7. Due to the fact that the work of the Commission can only succeed based on a collaborative approach as described here, all publications of the Commission are in principle joint works. This circumstance must inevitably be reflected in the presentation of authorship. Furthermore, members, permanent guests, guests and/or staff of the Scientific Secretariats may be listed as individual authors if this is justified by a high degree of personal involvement in the publication on their part. The above-mentioned special responsibility of the working group leaders and the Chair of the Commission also justify the fact that these individuals are named as authors in publications issued by the Commission or the respective working groups.
8. Due to the close proximity of the Commission's work to that of various interest groups related to occupational health and safety issues, as well as the economic relevance of many of the recommendations, there is a particularly high level of public interest in the work done by the Commission, and rightly so. As a result, even the appearance of influence due to conflicts of interest can damage the Commission's credibility. All those involved in the work of the Commission must be especially mindful of such aspects. Important and fundamental safeguards to prevent non-scientific influence are already in place: the monitoring of the Commission by the Scientific Secretariats, the multidisciplinary composition of the Commission, the multi-stage discussion process designed to build consensus and the subsequent public commentary phase. In addition, the procedures and regulations for dealing with conflicts of interest established by the DFG for this purpose (DFG form: 72.01) are to be taken into account. This includes in particular the early notification and disclosure of circumstances that may give rise to the appearance of any conflict of interest.
9. Members of the MAK Commission, permanent guests, guests and also staff of the Scientific Secretariats are required to carry out their activities for the Commission and its working groups based on the philosophy described above and support the Commission accordingly in the fulfilment of its tasks. In this respect, involvement in the Commission and the working groups requires those concerned to agree to the Code set out here.

I hereby confirm that I acknowledge the above Code and that I will comply with the above regulations in the course of my involvement in the Commission, including all working groups.

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Place, date

Signature