



For the purposes of this document, funding is defined as income received by the Royal College of Paediatrics and Child Health (“RCPCH”) generated through agreement with a corporation or other commercial entity, non-profit making organisation, institution, charitable trust or other organisation, or an individual.

1. Key principles

General

- The practice of a profession must be governed by its ethical standards. It is one of the functions of RCPCH to offer guidance to its members and fellows as to what these standards should be. A guiding ethical principle of RCPCH is its commitment to the welfare of children worldwide
- Any relationship with an external corporation, institution, or individual needs to align with the mission, vision and values of RCPCH, its charitable objects, and its position statements on issues of research, policy and education
- All dealings with external parties should be undertaken with transparency and professionalism
- It is acknowledged that RCPCH needs, and actively seeks, funding and donations as a method of supporting its work or reducing the costs of its services to the benefit of its members. It also recognises that any commercial sponsor and certain not for profit organisations may have their own commercial and other business interests which they seek to develop through their support

Specific

- All funding activity will be subject to formal contract based on a template to be provided by RCPCH and which will include a binding code of conduct
- All funding activity must align with RCPCH's charitable objects
- RCPCH will always retain editorial control, copyright, and all other rights, in all content generated by RCPCH
- RCPCH will always control the level and form of advertising or acknowledgement of any income received by a funder
- Acceptance of funding or donations from any commercial or not for profit organisation, statutory institution, or individual, must never imply, or be represented as implying, an endorsement by RCPCH of their products, services, policies or beliefs, unless specific arrangements are made under separate contract
- Any use of RCPCH's name, logo or any other intellectual property owned by RCPCH in any context is in the control of, and subject to authorisation by, RCPCH
- A full declaration of interests will be expected from any individuals who have a relationship with RCPCH and who may be involved or associated with commercial, not for profit, or statutory organisations
- All offers of funding will be reviewed under the “Policy for accepting donations/funding” [Appendix A] before acceptance
- All pharmaceutical companies will be obliged to abide at all times with the Association of the British Pharmaceutical Industry Code of Practice

Acceptable

- Any organisation whose support or donation is wholly philanthropic – for example:
 - Foundations, charitable trusts, private trusts whose aims and objectives do not conflict with those of RCPCH

Applicable to all

- RCPCH may request that a potential funder completes a declaration of compliance with ethical policies concerning the welfare of children (e.g. the UN convention on the rights of a child), and other relevant statutory and regulatory codes

3. RCPCH activities

RCPCH activities can be broadly grouped into two areas:

- Meetings, conferences and events
- A wide range of educational, research and policy activity. Examples include: education and training courses, research projects, reviews, fellowships, global programmes

4. Criteria for support of RCPCH activities

Meetings, conferences and events

- Any acknowledgement of funding will be agreed and authorised by RCPCH
- All uses of RCPCH's logo, content and design work for publications and accompanying marketing output will be authorised by RCPCH
- Any funders' products, display materials, promotional items and other collateral will be confined to stands/exhibition spaces which will be clearly delineated from any educational or "core" activity
- The meeting programme will contain standard wording which clarifies that RCPCH does not endorse any product or service provided by any funder
- Offers of funding of any RCPCH hospitality will not be accepted, but pro bono support through the provision of a hospitality event is acceptable
- All advertising specifications will be agreed and authorised by RCPCH
- Speakers at conferences, meetings etc. must declare any personal or professional relationship with any funder involved

Education and training courses, research projects, reviews, etc.

- Support and funding of education and training courses is acceptable under the following conditions:
 - The funding is relevant to the content of the course/activity
 - The funder plays no part whatsoever in the content or construction of the course/activity
 - It is "passive" – i.e. there is a static presence only
 - The funder is not part of the presentation of the course/activity
- Support of research projects and fellowships by commercial or other organisations is acceptable subject to the following:
 - The Chair of the appropriate committee, and where relevant the Vice President of Research, should authorise all arrangements for any funded research
 - All research undertaken should be wholly independent of the funder: the

Appendix 1: Policy for accepting donations/funding

Implementer of policy:

The process for acceptance of donations/funding, the due diligence process, and the donor/industry relationship, will normally sit with the Director of Membership and Development, with support from the Head of Governance. However, funding sources identified through other Divisions will be overseen by the relevant Director, with reference to the Director of Membership and Development.

Divisional Directors are required to discuss offers of funding that are potentially contentious with the Director of Membership and Development and as necessary the Chief Executive.

1. Scope of policy

- a. Funding for restricted projects, including research projects and educational activities and related publications
- b. Advertising in all media formats (including digital, ADC, BNFC and other joint ventures)
- c. Conference stands, publications and marketing opportunities
- d. Corporate sponsorship or other income
- e. Individual donations, including legacies
- f. Funding of events, publications, and other specified outputs
- g. Children's Research Fellowship Fund
- h. Rare Disease Development Fund

2. Sources of information/guidance

Guidance has been referenced from the Charity Commission, the Fundraising Regulator, the National Council of Voluntary Organisations and other Royal Colleges.

3. Guiding principles

- a. Proportionality
- b. Transparency

Factors in assessing acceptability of funding

1. Source of funding:

- a. Funding body/Corporation/Organisation
 - i. Its position, reputation, credibility
 - ii. Industry sector
 - iii. Product/service impact and reputation
 - iv. Global environmental footprint
- b. Individual
 - i. Position, reputation, credibility
 - ii. Funding Organisation
 - iii. Source of funds

2. Alignment with RCPCH goals, vision and values

- a. Position statements
- b. Research, policy and education
- c. Corporate policies and practices
- d. Relationship to infants, children and young people
- e. Industry sector

3. Potential for conflict of interest and reputational risk

- a. Summary results of factors above
- b. Long term strategic impact and reputation
- c. Work towards which funding will go, and potential for conflicts with RCPCH interests.

4. Size of funding

Whilst in principle the size of any funding should not affect the due diligence process, greater interest will be attracted towards larger donations, and the process will recognise levels of risk associated with this.

In all cases factors 1- 4 above will be considered in the assessment of acceptability of any funding being offered, with an overall risk level being identified.

Lower risk:	funding can be accepted
Medium risk:	funding can be accepted with specific conditions
High risk:	funding is likely not to be accepted

It is worth noting that any donations referred to the Trustee Board will be dealt with by a sub-committee consisting of the Chair, finance, legal and paediatrician representatives in order to keep the process streamlined and timely. The sub-committee will report back any decisions to the full Board of Trustees.

C. Acceptance of funding: specific conditions

**The Children's Research Fellowship Fund
Rare Dise/ of Trustees.**

- due diligence completed and assured
-

Events policy

RCPCH will undertake due diligence or require to be assured that due diligence has been undertaken before accepting payment for conference exhibition space at or sponsorship of any RCPCH branded event.

RCPCH will specifically not agree to a conference stand, or any other media/advertising format, or sponsorship providing any information related to general breast milk substitute products

Return of Donations

If for whatever reason a donation is returned to a donor or funder, such decision to return will be based on guidelines as set out by the Charity Commission and/or the Fundraising Regulator.

Confirmation of agreement, press releases and public statements

Once an agreement has been confirmed between RCPCH and a funder, any advance press releases or any publicity generated by the funder must be approved by RCPCH prior to publication

Disrepute

RCPCH reserves the right to review decisions taken under the policy at any time. The grounds for such reviews may include, but are not limited to, media coverage bringing a donor into serious or sustained disrepute.

Appendix 2: RCPCH due diligence process

The main elements of RCPCH's due diligence process are:

1. A self-disclosure questionnaire which funders are required to complete [see Appendix 3 below]
2. A research exercise conducted by RCPCH staff on any activities by the funder that might:
 - a. cause reputational risk to RCPCH;
 - b. be at variance with RCPCH's objectives; or
 - c. represent a proven breach of "required codes of conduct"

If contradictions are found between the results of 1 and 2, the funder is asked to provide explanations for these.

The results of these two pieces of work are referred to senior RCPCH management. Depending on the level of risk present, a given piece of funding may be approved by RCPCH's Senior Management Team under delegated responsibility arrangements or referred upwards, ultimately to RCPCH's Board of Trustees. At each stage, there is the option to reject a given piece of funding if it appears to be incompatible with RCPCH's goals and positions.

There are five key determinan/

Appendix 3: Funder Due Diligence 2019

In respect of multi-national organisations, all responses must relate to global activities as a whole.

Company Name:	
Registered address:	
Company registration number:	
Phone:	
Email:	

<p>1. Has your company been the subject of an investigation by a regulator in the past 5 years? If so, provide details, including the outcome, where known.</p>	<p>YES: NO:</p>
<p>2. Does your company conform to any significant international or national code of practice: e.g. the ABPI Code of Practice for the Pharmaceutical Industry, the UK Advertising Codes</p>	<p>YES: NO:</p>
<p>3. To the best of your knowledge, has your company complied with all requirements of all applicable codes and legislation (including, but not limited to, those listed above)?</p>	<p>YES: NO:</p>
<p>4. Have any challenges by relevant authorities been brought against your company for non-compliance with these codes in the last 5 years? If so, what was the outcome?</p>	<p>YES: NO:</p>

<p>5. In the last 5 years, has your company been found guilty as the result of a criminal investigation? If so, provide details and information on how this was resolved, if available.</p>	

Please attach additional documents as required on subsequent pages.

Name: _____

Job title: _____

Date: _____

This form need only be completed for the first time we consider funding from your company. However, you are required to inform us of any material change in the circumstances outlined above.