

APPROVED
by Order No. 64
of 23 February 2026
of the Rector of Vytautas
Magnus University

RULES OF CONDUCT FOR MEMBERS PARTICIPATING IN ACTIVITIES OF ARTISTIC GROUPS OF VMU ARTS CENTRE

I. GENERAL PROVISIONS

1. The Rules of Conduct (hereinafter referred to as the Rules) for Members Participating in Activities of Artistic Groups of the Arts Centre of Vytautas Magnus University (hereinafter referred to as the University) specify the conditions for the participation of members of artistic groups of the Arts Centre in activities, the norms of conduct, mutual relations, responsibilities and organisational culture of activities, as well as the procedure for the use of rehearsal spaces and other activity spaces.

2. These Rules apply to all members of the artistic groups of the Arts Centre from the moment of registration in the activity until the end of such participation, regardless of the intensity or duration of the activity.

3. The Rules are drawn up in accordance with the Statute of the University, the Code of Ethics, generally accepted norms of conduct and activity, applicable normative legal acts of the Republic of Lithuania and internal regulations of the University.

4. The terms used in these Rules shall be understood and interpreted in accordance with the Code of Ethics of the University.

5. The purpose of the Rules is to establish a clear procedure for participation in the activities of the artistic groups of the Arts Centre and to ensure a safe, respectful, professional environment conducive to creativity in the activities of the artistic groups of the Arts Centre.

6. Non-compliance with the principles of conduct and ethics specified in these Rules shall be considered a violation of the Rules and may lead to a decision regarding limitation or termination of a person's participation in the activities of the artistic groups of the Arts Centre.

II. MAIN PRINCIPLES OF CONDUCT AND ETHICS

7. Members of the artistic groups of the Arts Centre shall follow the following principles of conduct and ethics in their activities:

- 7.1. respect for human dignity and rights;
- 7.2. equal opportunity, tolerance and non-discrimination;

- 7.3. integrity, transparency and responsibility;
- 7.4. collegiality, cooperation and mutual trust;
- 7.5. professionalism and loyalty to the University's mission and values.

8. The principles of conduct and ethics specified in these Rules shall apply in all activities of the Arts Centre, including rehearsals, events, trips, preparation for activities, as well as mutual interaction related to the activities of the Arts Centre, regardless of the location or form of the activity.

9. Any form of discrimination, harassment, sexual harassment, mobbing, psychological or physical abuse, violation of honour and dignity in the activities of the Arts Centre shall be prohibited and shall not be tolerated, and such occurrence shall be evaluated in accordance with the Statute of the University and the Code of Ethics or the laws of the Republic of Lithuania.

10. Members of the artistic groups of the Arts Centre must refrain from actions and/or public statements that may clearly discredit the University or the Arts Centre, especially when a person identifies oneself as a member of the University community or a representative of the artistic group.

III. STATUS OF MEMBERS

11. Participants in the Arts Centre's artistic groups (hereinafter referred to as members) shall be categorised based on their relationship with the University as follows:

- 11.1. members of the University community, i.e. University students, staff and alumni.
- 11.2. external members, i.e. individuals who are not members of the University community.

12. Participation in activities of artistic groups of the Arts Centre is voluntary and does not in itself create relations based on work, studies, provision of services or other civil or public legal relations with the University, unless such relations are clearly established in the legal acts of the Republic of Lithuania or are formalised in a separate written agreement.

IV. RIGHTS AND DUTIES OF MEMBERS

13. The spaces for rehearsals and other activities shall be used only for such intended purpose, at the agreed time and in accordance with the established schedule.

14. When participating in activities of the Arts Centre, members of the artistic groups of the Arts Centre must:

- 14.1. register for activities in the registration system specified by the University;
- 14.2. arrive on time for rehearsals and activities and be prepared for such rehearsals and activities;
- 14.3. comply with these Rules and the lawful instructions of the head of the respective artistic group and the Head of the Arts Centre;

- 14.4. protect and maintain in good order the property, equipment, instruments, costumes and other inventory of the Arts Centre;
- 14.5. comply with cleanliness, safety, fire-prevention and hygiene requirements;
- 14.6. respect other members and heads of artistic groups;
- 14.7. take care of one's health and not participate in activities when one's health condition may put oneself or others at risk;
- 14.8. at the end of the rehearsal or activity, leave the spaces in an orderly condition.
15. During activities of the Arts Centre or in the premises of the Arts Centre, members of the artistic groups of the Arts Centre are prohibited to:
 - 15.1. use rehearsal or other activity spaces under the influence of alcohol, drugs or other psychoactive substances. Any violation of this clause shall be considered a material breach of these Rules and may be grounds for termination of participation in the activities of the Arts Centre;
 - 15.2. use rehearsal or other activity spaces without coordination with the University administration;
 - 15.3. damage, take without permission or otherwise unlawfully use the University's property, equipment, instruments, costumes or other items, inventory, movable or immovable property;
 - 15.4. film, photograph or distribute recordings, photos or other material related to the activities of the Arts Centre without the prior consent of the Head of the Arts Centre or the University Administration;
 - 15.5. involve third parties in the activities of the Arts Centre without coordination with the Arts Centre;
 - 15.6. use symbols, signs, images, statements or actions contrary to the University's values, reputation or the provisions of these Rules.
16. The rights of a member of an artistic group of the Arts Centre:
 - 16.1. to participate in activities in a safe, respectful environment;
 - 16.2. to receive information on the organisation and rules of the activities;
 - 16.3. to be heard before sanctions are imposed;
 - 16.4. to apply to the head of an artistic group or the Head of the Arts Centre regarding conflicts or violations.
17. The head of the artistic group must be immediately informed of any malfunctions, hazardous situations or accidents noticed during activities of an artistic group.

18. The University shall not be liable for members' health problems and/or material and non-material damage caused by the person's own actions, negligence or non-compliance with these Rules, except in cases where the damage was caused by the direct intention or gross negligence of the University.
19. Members of the artistic groups of the Arts Centre must comply with the provisions of these Rules throughout their participation in the activities of the Arts Centre. In the event of failure to comply with the Rules, the member shall assume responsibility for any damage, direct or indirect, caused to the property, equipment, inventory or other assets of the University, the Arts Centre, as well as to third parties, resulting from the member's actions, failure to act or violation of these Rules, and shall also be obliged to compensate the resulting losses.
20. The University's liability shall always be limited to direct losses. Indirect losses (loss of income) shall not be compensated.

V. RELATIONS IN THE ARTISTIC GROUP

21. Members of artistic groups of the Arts Centre must interact with each other in a professional, respectful and constructive manner.

22. Conflicts arising between members of artistic groups shall be resolved through dialogue and mediation, initially within the artistic group, with the participation of the head of the artistic group. If the conflict cannot be resolved within the artistic group, the conflict shall be considered in accordance with the internal procedure established by the University. If the dispute cannot be settled amicably, the dispute shall be settled in accordance with the procedure established by the legal acts of the Republic of Lithuania.

23. Personal disagreements cannot be transferred to the rehearsal process, creative activities or public performances.

24. The head of the artistic group shall be responsible for the organisation of the creative process and, in accordance with these Rules and other internal regulations of the University, shall have the right to take decisions on the composition of the artistic group, the allocation of roles, discipline and further participation of a person in the artistic group's activities.

VI. RESPONSIBILITY AND SANCTIONS

25. A violation of the norms specified in the Rules shall be considered a non-performance of duties and shall be subject to sanctions, in accordance with the principles of proportionality, incrementalism and impartiality, taking into account the specific circumstances.

26. Taking into account the nature, gravity and repetition of the violation, the following sanctions may be imposed:

- 22.1. verbal warning;
- 22.2. temporary suspension from rehearsals or performances;
- 22.3. restriction of the right to use the spaces of the Arts Centre;
- 22.4. termination of participation in activities of the artistic group of the Arts Centre.

27. The decision on the imposition of sanctions is taken by the head of the Arts Centre or a person authorised by the head of the Arts Centre, taking into account the statement of the head of the artistic group, the facts and circumstances, and the person's explanations.

28. Before taking a decision on the imposition of sanctions, the person shall be given an opportunity to explain, except in cases where objective reasons make such opportunity to explain impossible.

29. External members may be subject to sanctions without prior hearing if the circumstances of the situation so require and/or if the violation is clear and specific.

30. Termination of participation in activities of an artistic group of the Arts Centre shall be imposed as an extreme sanction without incremental sanctions in case of a fundamental violation.

31. External members may be subject to sanctions on an expedited basis in cases where it is objectively impossible to ensure a prior hearing. In such a case, the Arts Centre shall have the right to terminate the participation of an external member in activities of the artistic group if the external member's conduct and/or actions clearly do not comply with the objectives of the activities of the Arts Centre, the values of the University and/or the provisions of these Rules, following a reasoned decision, which shall be taken in accordance with the principle of proportionality.

32. If the violation meets the criteria for an ethical violation established in the Code of Ethics of the University, the information may be forwarded to the Ethics Commission of the University for examination in accordance with the procedure established by the Commission, and if necessary, to the responsible institutions of the Republic of Lithuania.

VII. USE AND DISPLAY OF PERSONAL DATA

33. The activities of artistic groups of the Arts Centre, including but not limited to rehearsals, concerts, performances, events, touring, appearances and other public or non-public events related to activities of artistic groups of the Arts Centre, may be photographed, filmed and/or otherwise recorded.

34. By registering for the activities of an artistic group of the Arts Centre, a person confirms that the person is informed about the processing of the person's personal data (image, voice, performance records) and consents to the use of such data:

- 34.1. to publicise, represent and inform about activities of the Arts Centre and the University;
- 34.2. for academic, artistic, cultural, archival and historical purposes;
- 34.3. for purposes of distribution and dissemination of information and publications;
- 34.4. for other lawful interests of the University, including, but not limited to, ensuring reputation, prestige, security and operational control.

35. The processing of personal data shall be carried out in accordance with the principles of proportionality, legality, transparency and respect for personal dignity, applying the relevant legal acts of the European Union and the Republic of Lithuania regulating the protection of personal data, internal regulations of the University, including, but not limited to, personal data protection processing and storage documents approved by the University.

36. The use of a person's image, voice or performance recordings in the information channels of the Arts Centre, the University or third parties (e.g. websites, social networks, press, television, radio, video and audio recordings) is allowed only for lawful purposes, ensuring the protection of the University's interests.

37. In the case of artistic group activities (e.g. concerts, performances, fragments of rehearsals), where an image or record is an integral part of the overall creative result, the individual withdrawal of consent shall not result in the removal of all material and/or restriction of the publicity of the activity if the processing of the data is based on the lawful interest of the University or for artistic, cultural, historical and archival purposes.

38. A person shall have the right to apply for a review or restriction of the use of the person's image if there are reasonable grounds to believe that the use of the image does not comply with the provisions of these Rules or other requirements established by the University or legal acts of the Republic of Lithuania. Such requests shall be evaluated on an individual basis, taking into account:

- 38.1. the purpose of the data processing;
- 38.2. the nature of the artistic group activity;
- 38.3. the public interest and the protection of the reputation of the University;
- 38.4. freedom of artistic expression and self-expression;
- 38.5. the lawful interests of the University.

39. The withdrawal of consent to the use of an image shall not have retroactive effect on material that has already been lawfully created, published or archived.

VIII. FINAL PROVISIONS

40. Members of artistic groups of the Arts Centre must independently familiarise themselves with these Rules, which are published on the University's and/or the Arts Centre's website(s), before starting to participate in activities of a particular artistic group of the Arts Centre, and when registering for activities at the Arts Centre confirm that they are familiar with the Rules, agree to comply with the Rules and accept responsibility for non-compliance with the Rules.

41. The Rules are approved, changed and/or amended by an order of the Rector of the University.