



SICTA Code of Conduct

Ver 1.3

Version	Changes	By	Date
1.0	Original draft	Nazar Gadhareem	June 2019
1.1	Updated	Osama Khair	July 2019
1.2	Updated	Ammar Hamadien	August 2019
1.3	Aligned with Strategy & Membership	Tariq Makadi	October 2019

This document has been approved by the Steering Committee on 15 October 2019 after been discussed in a meeting on 6 October 2019

Contents

- 1. Preamble..... 4
- 2. Introduction..... 4
- 3. Core Values..... 5
- 4. Vision 5
- 5. Mission..... 5
- 6. Principles 5
 - 6.1 *National Interest* 5
 - 6.2 *Human Rights* 5
 - 6.3 *Ethical and Professional Behavior* 5
 - 6.4 *Information confidentiality and Privacy*..... 6
 - 6.5 *Adhere to SICTA rules and compliance with the code*..... 7
 - 6.6 *Knowledge Sharing* 7
 - 6.7 *Active Contribution*..... 8

1. Preamble

- 1.1 This document is highlighting the main principles that shape the code of conduct of SICTA members.
- 1.2 It is expected that all members and before commencing any activities in SICTA shall and agree to and sign the Code of Conduct. Members must adhere to the Code of Conduct in order to reach the expected level of integrity, honesty and transparency.
- 1.3 Principles of the Code of Conduct are:
 - 1.3.1 National interest
 - 1.3.2 Human rights
 - 1.3.3 Ethical and professional conduct
 - 1.3.4 Privacy and information confidentiality
 - 1.3.5 Adhere to SICTA bylaws
 - 1.3.6 Knowledge sharing
 - 1.3.7 Active contribution
- 1.4 Being established as a result of Sudan December revolution, all members must abide by the high ethical and professional standards in the process of building and development of Sudan in order to achieve the goals of the revolution that stimulated the existence of this group.
- 1.5 This document is an integral part of the SICTA strategy and is complementary to the membership regulations and a rule of conduct that does not allow harm to our society. In that for example, not allowing membership to those who caused harm to our community through inelegance, information or any act that negatively affected Sudanese people.
- 1.6 Joining SICTA is a completely a voluntary act once a member joins, they are expected to adhere to the values, mission and values of SICTA.
- 1.7 Leaving SICTA is a choice for all members; however, it is expected to follow a certain process allowing keeping all members informed and minimizing disturbance of ongoing activities.

2. Introduction

The Sudanese ICT Advisory Group (SICTA) is a SICTA is a not-for-profit professional association that is comprised of independent Sudanese ICT experts who have taken the initiative to help shape a viable ICT sector in Sudan by achieving the following goals:

- 2.1 Structural review for the Sudanese ICT sector.
- 2.2 Stakeholder engagement within the ICT ecosystem and across industries and other verticals.
- 2.3 Work toward having an inviting Sudanese ICT business landscape.
- 2.4 Setting the scene for a Sudanese Digital Economy and Knowledge Society
- 2.5 Regional and global ICT alliances for the benefit of Sudan
- 2.6 Development of ICT-related policies and laws governing it in accordance with international standards and legislation that ensure the optimal use of technology
- 2.7 Introduce the best international practices in policies and digital transformation
- 2.8 Technical Support to the Sudanese civilian government
- 2.9 Capacity Building and Human Capital development.

3. Core Values

The Sudanese ICT Advisory Group (SICTA) is guided in all its activities by the values of the Sudanese Revolution and thus, the use of technology to achieve the slogan of the revolution **Freedom, Peace** and **Justice**, with our full commitment to the following values:

- 3.1 Citizen centricity
- 3.2 Transparency
- 3.3 Collaboration
- 3.4 Independency
- 3.5 Integrity
- 3.6 Courage
- 3.7 Commitment

4. Vision

ICT as a key catalyst to achieve an accelerated and inclusive socio-economic transformation for Sudan

5. Mission

Contribute in transforming Sudan's ICT sector in order to play a central role to enable Sudan to become a Knowledge Society, by developing a sustainable national Digital Economy, through capitalizing on Sudan's resources, Human Capital

6. Principles

6.1 National Interest

- 6.1.1 The group's approach is primarily about the welfare of the Sudanese citizens; thus, the interest of Sudanese people always comes first.
- 6.1.2 The group takes responsibility for the development of Sudanese society through all available means.
- 6.1.3 SICTA is a professional group that adopts the national interest in all its projects and actions and decides independently without being influenced or pressured by any entity or in accordance with personal interests.
- 6.1.4 Some of the different stakeholders around SICTA may share with us similar objectives, so we welcome collaboration to achieve together our common goal, yet we must avoid any action or activity that may deviate the group from its core values and principles.

6.2 Human Rights

The group supports and endorses internationally recognized principles in the Universal Declaration of Human Rights, which promotes respect for human rights and fundamental freedoms for all without discrimination based on race, color, gender, language, religion or opinion.

6.3 Ethical and Professional Behavior

- 6.3.1 Respect for others, equality, tolerance, and justice all these values govern this principle
- 6.3.2 All SICTA members are expected to be of a high ethical caliber, persistently and aggressively fighting against any potential unethical behaviors working collectively for building a new Sudan with a ZERO tolerance to corruption and conflict of interests.

- 6.3.3 Members of SICTA are expected not to engage in any financial misconduct, inside or outside SICTA during the membership period.
- 6.3.4 Membership is banned from anyone who has caused any harm to the Sudanese society directly or indirectly. The Harm In this document means any action or assigned tasks that its consequences may lead to a harm. It's the responsibility of SICTA's member to report any signs of risk that might lead to a potential harm
- 6.3.5 Members are expected to avoid any Conflict of interest, Conflict of interests can be evaluated through the below examples of potential areas of conflict of interest
 - 6.3.5.1 Being part of any business that might take advantage, directly or indirectly, from SICTA via:
 - i. Internal documents
 - ii. Proposed regulations
 - iii. The Influence of the Network around SICTA (SICTA Major Stakeholders).
 - 6.3.5.2 Holding a senior public position in Government (head of Gov. Agency, Minister, parliament ... etc.).

For example, in case members have noticed a conflict or potential conflict that may exist or arise between their personal interests or the interests of any of SICTA members versus the interests of SICTA, they must bring it to SICTA in writing to membership@sudanicta.org and in writing to the leads of affected Workgroup or the project manager of the project concerned.
- 6.3.6 Members are not allowed to accepting money against services provided by SICTA. It is not allowed to accept gifts that exceed 10\$ given to any SICTA member because of his membership in SICTA.
- 6.3.7 Respect for each other regardless of religions, gender, ethnicity, region, country of residence, political views.
- 6.3.8 Members are expected to work in a professional way by:
 - 6.3.8.1 Following the scientific approach in research and discussions.
 - 6.3.8.2 Avoid subjective judgement and emotional data.
 - 6.3.8.3 They do their best to produce high quality and the best level of work.
 - 6.3.8.4 Provide constructive observations of any contribution from members
 - 6.3.8.5 Acceptance of objective criticism in relation to work and activities within the group
 - 6.3.8.6 Follow institutional decision-making process
 - 6.3.8.7 All members are expected to respect the punctuality and are expected to meet their obligations.

6.4 Information confidentiality and Privacy

- 6.4.1 Transparency is one of the group's core values, and one of the key principles of its overall strategy of free access to information and ownership of information to the public as long as it does not conflict with the regulations and laws of the civil state. Therefore, members of the group must deal with the same degree of transparency with any type of information directly or indirectly related to the group or might lead to a potential risk or

problem. However, there are some guidelines to follow in the case of dealing with the information:

- 6.4.1.1 All information directly or indirectly related to the group and its members are considered confidential and should be kept confidential and used only within the scope of the work.
- 6.4.1.2 All working in progress information are considered confidential and no member is allowed to share any information available on the group internal channels such as WhatsApp, Slack, email or any other tool will be used in the future.
- 6.4.1.3 All the discussions, opinions and views expressed by members are considered internal and should never be discussed outside SICTA by members.
- 6.4.1.4 Information are considered public after it has been shared via SICTA public channels, members can then share from the source or refer to SICTA as author/owner.
- 6.4.2 Sharing work on progress information should be done only with **Steering Committee** approval in certain cases.
- 6.4.3 The data to be processed 'fairly and lawfully' is undoubtedly one of essential principles of the GDPR, which constitutes the basis of a data protection framework, regulating individuals' rights in relation to their personal information. Accordingly, personal data shall be, collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes

6.5 Adhere to SICTA rules and compliance with the code

- 6.5.1 The group and its members have a responsibility to comply with the applicable laws, rules and regulations in the geographical territories of their presence, and therefore, as members of the group, you must comply with these rules and abide by the ethics of the profession, laws and regulations in relation to the activities of the group.
- 6.5.2 In the event of any breach recognized by any member, immediate action must be taken to resolve the dispute, including, to draw the attention of the member who believes that he has violated the general principles of conduct and ethics.
- 6.5.3 Dealing with the media and the public: In order to unify the media discourse and avoid conflicting information, all inquiries received by the media or any other party in relation to the group must be transferred to the specialized within SICTA.

6.6 Knowledge Sharing

- 6.6.1 SICTA believes in spreading the knowledge, enable access to information and make data available to everyone.
- 6.6.2 Members are expected to play a role in educating local community and their social networks about ICT role in developing Sudan.
- 6.6.3 Members should act as advocate for SICTA on the different platforms prompting and sharing SICTA papers, content, workshops and programs to their communities.
- 6.6.4 Within SICTA internally, members are expected to be sharing knowledge across the different workgroups and different disciplines

6.7 Active Contribution

7.1 Members are expected to be actively contributing to SICTA through any of the followings

7.1.1 Workshops and seminars

7.1.2 Papers and presentations

7.1.3 Review and Audit

7.1.4 Regular meetings

7.1.5 Support activities

7.2 SICTA communication tools discussions (WhatsApp, Slack, Email, etc.)

7.3 All members are required to be active and contribute to SICTA regularly.