

Corruption and Unethical Conduct

Information for KTH employees and other affiliated at KTH



Foreword by the President

Earning and maintaining trust

Employees of a government agency as well as an institution of higher education face various challenges. According to the Swedish Higher Education Act, we must act in a way that upholds “academic credibility and good research practice”, while our work in public administration must be characterised by “respect for the equal worth of all and the liberty and dignity of the individual”, as stipulated by the Swedish Instrument of Government. In other words, we must show consideration for different value systems that set high standards for sound judgement and an ethical approach to our daily work.

When we apply sound judgement and common sense in our daily work, we protect the trust placed in KTH. It is a precious and fragile asset. A college or university that enjoys the trust of its students, employees, and the outside world can accomplish great things, while a higher education institution that lacks such trust has limited room for manoeuvre.

What is right and what is wrong? Just because something is permitted or legal does not necessarily mean that it is appropriate or judicious. Maintaining a live and ongoing discussion on what does and does not constitute an ethically acceptable behaviour is characteristic of a healthy organisation. An open and transparent environment – internally as well as externally – is another sign of health.

By jointly discussing, engaging in dialogue, and thinking aloud, we create, uphold, and cultivate our ethical awareness. This is essential for trust in KTH in particular, academia in general, and, by extension, for democracy as well.

I hope and believe that this booklet will provide support and guidance in this work.

Sigbritt Karlsson,
President KTH

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Everyday dilemmas

Corruption or unethical conduct can be found anywhere in our organisation. It can have many causes and can be difficult to detect. Here are some examples.

Gifts

In connection with international students arriving in the autumn, before the course starts, someone visits you in your office. A student who will be taking your course brings several lovely gifts from her home country, and you feel impolite, not wanting to reject her. Reluctantly, you accept the gifts and place them on your shelf.

Private individual or researcher

You are a researcher, but also a partner in a company. In your latter role, you are invited to a conference, where the organiser pays for all expenses. The topic of your lecture also happens to be your research domain. Since you are invited as a private individual, you accept and attend the conference.

Dinner with an evening activity

As a thank you for us being a major customer, a supplier has invited you as the manager to a joint activity followed by dinner. The supplier has tickets to a handball match that you will go to together, and then you will have dinner at a restaurant.

Administration of a related party's application

Your sister has submitted a late application for a course, and you have received the matter for administration. She does not have the same surname as you, and no one knows you are related. You see no issues with her application or entry requirements and enter her as accepted.

Commissioned training

You have a commissioned training teacher assignment. After a while, the companies begin to contact you directly, and since your schedule is fully booked, you feel that you can teach the courses in your leisure time instead of in KTH time. After all, you already have the material from KTH. You ask that the payment be made directly to you.

Christmas buffet

A supplier invites you to a showcase of new products and, in connection with this, you are invited to a Christmas buffet. This is an annual and highly popular arrangement. Several people from your department usually participate, so naturally, you sign up.



The above dilemmas are examples of challenging situations that you as an employee may face and where the answer is not always black or white. The information that follows in this document can provide you with guidance with regard to how to handle such situations.

Gifts from suppliers

Every Christmas, the supplier stops by with a large box of chocolates. It is for you, as a thank you for your good collaboration during the year, he says. You gratefully accept it and bring it home to the great joy of your family.

Examination

A student has missed their exam for the third time. You perceive the student as almost threatening. Their parents call you and are upset, and the student visits you in your office several times. You decide to review the student's results, since they are so close to the limit now.

Procurement

KTH is in the middle of a major equipment procurement. Several parties have submitted tenders. As a member of the procurement working group, you are wondering whether it matters that you play golf with one of the parties every Saturday. You almost never talk about work, so you think it is OK.

Travel

You are travelling for work, and KTH has a procured travel agency that must be used when booking a plane ticket. You have found a cheaper plane ticket online, thinking that you might be able to save money for KTH in this way.

Social media

You are sitting at home and surfing the web when, in a social forum, you see a colleague's rather rude post about the students on the course your colleague is responsible for. Your colleague describes them as quite lazy and uninterested, although in a humorous way. Still, you are not sure whether you should like the post.

Research Project

You are about to choose partners with whom to jointly seek funding from a government financier. You choose company A because you owe their CEO a favour. You also choose company B, which is your nephew's company and where you are a board member, since the company could use the extra income.



Introduction

KTH must strive for openness and transparency, both internally and externally. At the same time, KTH must combat the emergence of a culture of fear and reporting. It is therefore important that employees and other affiliated at KTH keep themselves informed of what applies in their professional role. We all have a responsibility to react and report if we become aware of corruption and misconduct or other irregularities. In addition, managers are responsible for preventing and stopping unauthorised or inappropriate actions.

Definitions

What do the concepts of *corruption* and *unethical conduct* mean? Corruption includes phenomena such as abuse of power, bribery, nepotism, and cronyism. Crimes such as theft, fraud, embezzlement, or breach of trust can also, in a broad sense, be included. Deliberately failing to comply with regulations can also be considered unethical conduct.

The Government's definition of the concept of corruption in public administration is:

Corruption means to use a public position to obtain an undue advantage for one's own or someone else's gain.

Unethical conduct has a broader meaning and includes conduct that is contrary to the KTH Ethical Policy. Unethical conduct can involve acting in a way that harms the trust in KTH as a higher education institution. Together, we must enhance and cultivate our ability to make ethical considerations in our work. Providing guidance is the central government core values, which are described in the next section.

Our activities

The mission of KTH is to conduct education and research activities as well as to collaborate with our surrounding community. Our work against corruption and unethical conduct must be related to the issues and dilemmas that face us in our own activities. The aspects addressed here concern us as researchers, teachers, examiners, managers, administrators, etc.

Under the Higher Education Act and the Higher Education Ordinance, we, as a higher educational institution, also have a special responsibility when it comes to research ethics issues. We must uphold academic credibility and good research practice. In the event of suspected research misconduct, KTH is obliged to investigate the circumstances. When it comes to teaching, students must be given conditions to achieve national qualitative targets that relate to judgement, approach, and ethical aspects.



Counteracting risks and working for a healthy internal environment

KTH must ensure that activities are legally certain and that the internal environment contributes to our ability and willingness to work for common goals and follow the rules. To do so, we need good organisation and distribution of responsibilities and powers. In this way, we can prevent corruption, undue influence, fraud, and other misconduct. To detect misconduct, it is also important to monitor and inspect the use of KTH funds and resources.

In risk analysis, you identify the risks that may result in the organisation not fulfilling its duties or achieving its business goals. The KTH overall risk analysis includes risks that relate to the internal environment (work environment), compliance and misconduct, as well as security, which may be linked to corruption and unethical conduct.

There are areas of activity with a higher level of risk, where KTH must take preventive action. These include research activities that are extensive and complex, that have large resources at their disposal, and that have relationships with various partners and sources of funding. Information security and management of sensitive and strategic information is another area that may be difficult to assess.

Purchasing and procurement are generally considered a risk, since bribery, pressure, or cronyism may result in a supplier being favoured. Yet another example is travel and representation, where a third party may want to pay for a trip or an event with the intention of influencing a KTH employee.



Central government common basic values

The culture at KTH must counteract corruption and unethical conduct. A key starting point for this work is all employees being familiar with and applying the central government common basic values.

All government activities are based on six fundamental principles:

- Democracy
- Legality
- Objectivity
- Freedom of expression
- Respect for all people's equal value, freedom, and dignity
- Efficiency and service

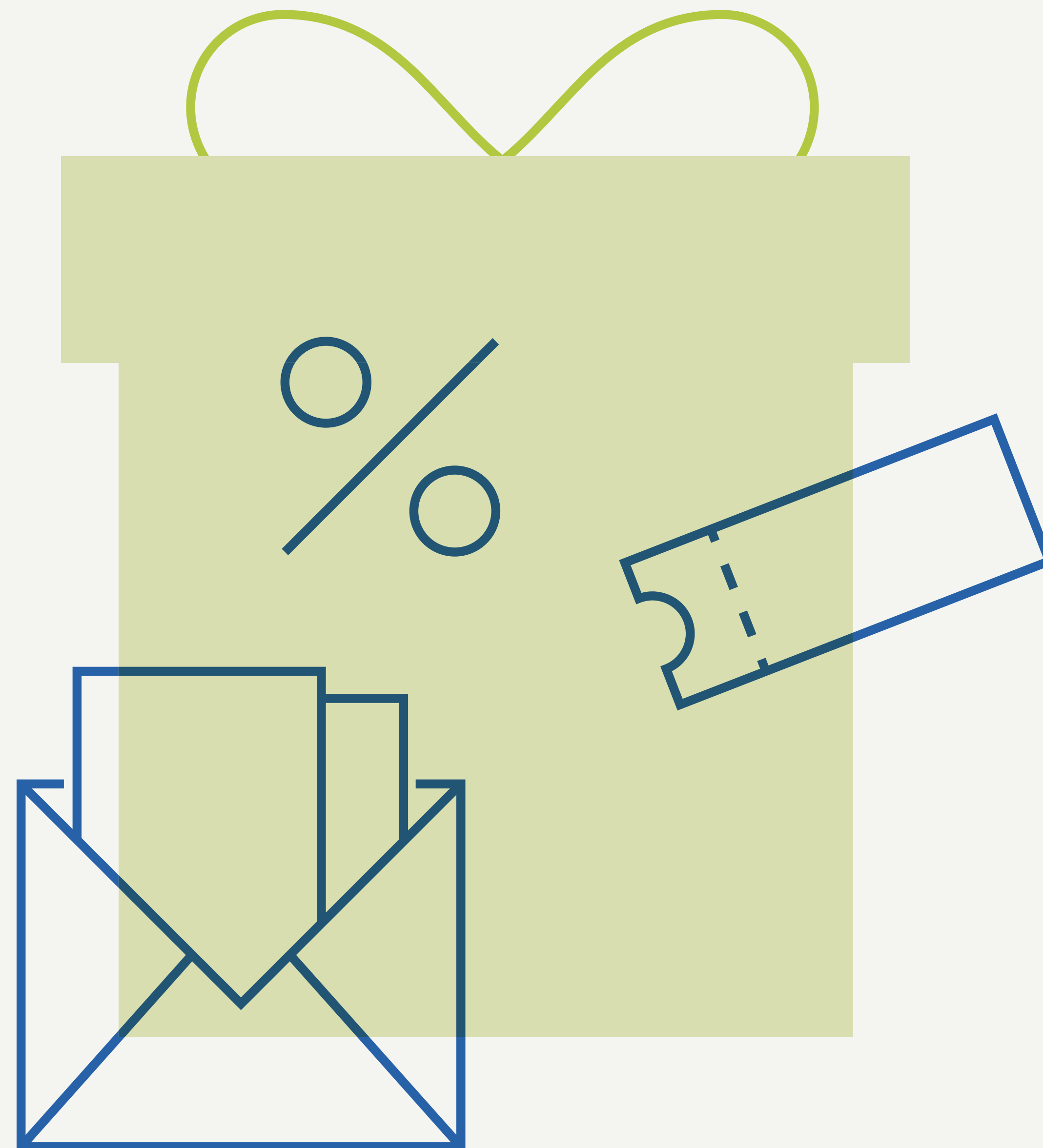
The central government common basic values are based on the constitution and acts of law and form a professional platform for each government employee. The core value principles are formulated in a general way. They become concrete and are usually well understood through everyday examples and dilemmas. These core values must be integrated into all KTH activities. They are kept alive through reflection, dialogue, and discussion about KTH's mission and role in society as well as in actual matters of treatment.

Learn more in *The Swedish Agency for Public Management's* publication on the *central government common basic values "Den statliga värdegrunden"*. You can also learn more about KTH's core values in the *Ethical Policy for KTH*, which can be found on the intranet.



Bribery

At KTH, we must always act in such a way that no one can doubt our neutrality and our independence. We must therefore always be observant of situations that may be considered as the taking or giving of a bribe.





The definition of taking a bribe is when you as an employee or client, on your own or someone else's behalf, accept, are offered, or request a bribe or any other undue benefit or personal bonus for the performance of your duties. The person handing over, promising, or offering the bribe is guilty of giving a bribe. Whether or not a benefit can be considered undue depends on the circumstances in the individual case. Examples of benefits that may constitute bribes include:

- cash and gift cards
- money loans
- discounts
- hidden commissions
- holiday and recreational travel, other travel, hotel stays, conferences/events
- activities of a purely entertainment nature
- dinners
- tickets

Requirements are generally stricter for public administration employees and contractors than for private sector employees. As a KTH employee and contractor, you must never abuse your position. One group that is particularly sensitive with regard to integrity and that must exercise great caution at all times is employees engaged in the exercise of public power and public procurement.

As an employee and contractor, you are always responsible for keeping yourself informed of what currently applies. In order to avoid liability for bribery, you must explicitly and immediately reject the bribe. This requires taking action, clearly saying no when offered anything that may be considered a bribe. Otherwise, you risk committing bribery (merely throwing the offer in the bin is not enough). Notify your immediate supervisor or other person in charge of what happened.

Learn more in the KTH Guidelines for handling bribery.

How do I know?

If you are uncertain as to whether the gift you are being offered may be considered a bribe, you should never accept it. A rule of thumb is that it is always more delicate if you receive and accept something personally. A ticket to a movie that is sent to you from a supplier should be returned – or raffled off among employees. A fruit basket, box of chocolates, or souvenir may be accepted if you put it in the staff room of your department and notify the giving party of your intention to do so.

A lunch, dinner or overnight stay in connection with, for example, a networking event organised by another government agency in Sweden is permitted. However, if you are invited to an event by a supplier or collaborating company/organisation, you should always consider the purpose behind the invitation. May you be influenced in your performance of your duties, is the benefit you are receiving appropriate or undue, etc.? Accepting a lunch as part of a day programme is usually in order. You should, however, say no to lunches, dinners, and other benefits that are more lavish and “out of the ordinary”. Remember that even if an incidence is not to be considered a bribe, there may be times when you must report it to your employer as a meal benefit or other benefit.

As a researcher, you should be careful about accepting travel and events paid for by a third party. Always ask yourself what the purpose of the invitation is. If it involves a party that in any way may aim to influence you in your role as a researcher at KTH, you must decline, even if the trip or event takes place in your leisure time.



Conflict of interest

KTH is a government agency, and KTH employees are thus subject to the Swedish Administrative Procedure Act on conflict of interest. The purpose of the conflict of interest provisions is to ensure that a government agency considers all people's equality before the law and acts impartially and objectively. If a conflict of interest matter is not handled correctly, it may constitute corruption or unethical conduct. The provisions of the Administrative Procedure Act mean that an employee may not participate in the handling of a matter if there is any circumstance that may affect the impartiality of that employee or shake the confidence in the impartiality of the agency or employee.





The conflict of interest provisions apply to all handling of the matter and are aimed at anyone who in any way can affect the outcome of the matter. The provisions thus apply to the person deciding on the matter as well as to anyone presenting, preparing, or participating in the final administration of the matter. However, administrative handling, such as printing or logging a document in the matter, is not subject to the provisions. If there is any suspicion of an employee being connected to the handling of the matter in a way that makes the conflict of interest provisions relevant, the said employee must not have anything to do with the matter.

The following circumstances imply a conflict of interest:

- The matter concerns the employee personally.
- The outcome of the matter may result in benefit or harm to the employee.
- Spouse, parent, sibling, or other closely-related party of the employee is affected.
- Other circumstance that brings someone's impartiality in a matter into question.

There may be situations that are not obvious or easy to assess from a conflict of interest point of view. In this grey area of relationships, ties, or conflicts of interest between you as an employee

and a party to the matter, circumstances may be such that they can damage the agency's credibility, even if there is no conflict of interest in the legal sense. When such situations arise, the precautionary principle must always be applied, which means that you as an employee should refrain from participating in the handling of the matter.

Remember that you are personally responsible for reporting a conflict of interest and that it must be reported to the relevant KTH official immediately. If you are unsure as to whether there is a conflict of interest, you should bring the matter up with your manager or consult the relevant official. Keep in mind that what is important when deciding on a conflict of interest is how the public perceives the situation, not how you as an official perceive your impartiality and objectivity.

Learn more about conflicts of interest on the KTH intranet.

How do I know?

You must never participate in the handling of matters that concern a closely related party, in other words a family member or a close friend or foe. Such matters can, for example, involve an application for admission to a programme, an

application for employment, or a recommendation for promotion. Closely related parties refer to a wider circle than just the immediate family, relatives, and household members, and can include, for example, people who live with your children. Also remember that friendship, feuds, or financial dependence are things that can create a conflict of interest, for example, in connection with procurements or expert reviews.

Teaching your own children does not constitute a conflict of interest if you are a teacher. However, assessing and grading them are clear grounds for conflict of interest. Conflict of interest aspects must also be carefully considered in connection with thesis defence. Be aware that authorship and rights regarding course literature and publishing may be tried or questioned based on conflict of interest principles. A common question is also whether a conflict of interest arises in co-authorship. Impartiality can be questioned if the joint work has been numerous and the collaboration has taken place in the immediately preceding years. Co-authorship is normally considered a conflict of interest, although exceptions may be granted in special cases.



Unauthorised influence – threats and violence

The concept of unauthorised influence refers to acts aimed at influencing officials in their exercise of public power. Unauthorised influence includes acts that are illegal, such as unlawful threats or assault, but also pressure that is not formally illegal but still has a negative impact on the official's professional practice, such as social pressure or certain harassment.

KTH has a zero-tolerance policy for all forms of unauthorised influence. This means that the employer must report all cases of threats and violence against officials and other employees to the police. KTH as an employer will report incidents to the police after consultation with the subjected individual.

Furthermore, all threats must be reported as incidents through incident reporting in the context of work environment efforts.

Learn more about how KTH deals with threats and violence on the KTH intranet.

How do I know?

If you as an employee experience uneasiness, or if you fear or worry about pressure or threats before making a decision (or in connection with decision-making), you should notify your manager for support in the situation. You should never have to fear or worry about threats or violence at work.

Unauthorised influence may also occur between colleagues, for example in connection with research or exercise of public power.





Secondary employment

Employees of government agencies are subject to special rules for secondary employment. KTH counts basically anything that you, as an employee, engage in outside your employment and which does not relate to your personal life as secondary employment, regardless of whether such activity generates any income.

As an employee, you may not have any secondary employment that is not permitted, in other words, that may

- shake the confidence in your or any other employee's impartiality in the work
- damage the agency's reputation
- present an obstacle to your work
- compete with the activities of KTH

As a KTH employee, you must report any secondary employment upon request, providing any information that KTH needs in order to assess such secondary employment. Certain employee categories have an increased obligation to report any secondary employment. Examples of such categories are teachers and managers. KTH may decide that you must cease to engage in or not undertake secondary employment.

Learn more about secondary employment in the Guidelines regarding secondary employment at KTH.

How do I know?

As an employee, you are responsible for deciding whether to undertake an engagement. You must be clear on whether the secondary employment in question relates to the area of the agency or not. As a teacher, you have greater freedom to accept engagements within the framework of your particular subject of expertise. However, engaging in competitive activities, such as commissioned training currently or previously provided by KTH, is not permitted.

If you accept an engagement, you must continuously check whether a conflict of interest may have arisen due to changes in the nature of the duties of your employment or your engagement. It does not need to actually be established that you have been or risk becoming partial in a particular matter, or that the public's trust in you or in the government agency has actually been reduced, in order for a secondary employment not to be permitted. It is sufficient that there has been reason for the public to question your objectivity.





Representation, gifts, and celebrations

Keep in mind that when it comes to representation, you must always act judiciously and restrictively. In addition to food and beverages, the term representation includes gifts, celebrations, and ceremonial occasions.





Any representation must, if possible, be preapproved by your manager.

As an employee, you must

- represent moderately; there must be a clear business connection, representation must take place in a restrained manner and never be lavish
- represent in accordance with the central government core values
- take a restrictive approach to alcohol consumption; non-alcoholic options must always be offered
- ensure that the cost of representation is justified and reasonable as well as correctly reported
- avoid recurring representation with the same group

Learn more about representation, gifts, and celebrations in the KTH Guidelines for limits in connection with representation, staff welfare benefits and gifts. Learn more about alcohol and drugs in the KTH guidelines for alcohol, drug, and other substance abuse, “Guidelines – alcohol, drug and other substance abuse”.

How do I know?

Representation can be either external or internal. External representation may only include those individuals who have been directly involved in the contact with the external guests. Internal representation is aimed at KTH employees, and can take place in connection with staff parties, planning days, etc. Meals during work meetings are not covered by the representation regulations but are subject to taxation of benefits. More information about this can be found on the intranet.

KTH shall be a drug-free workplace. Alcoholic beverages must be consumed with restraint. Non-alcoholic options must always be offered. Wine or beer in moderation is allowed as a meal beverage, normally a glass or two. Representation must be liquor-free; exceptions may be made for visits from international guests.

Gifts to KTH employees from the employer are generally taxable. If the purpose is to celebrate staff, gifts must be within the non-taxable limit. Remember that gifts to employees from someone other than KTH may pose a conflict of interest or risk of bribery.

When in doubt, always contact the head of finance or HR of each school/university administration (GVS) for advice.



Travel

The need to travel must always be pre-assessed. To the extent possible, travel shall be replaced by digital alternatives, such as online, video or phone conferencing. By meeting without travelling, you contribute to all three aspects of sustainable development, i.e. reduced environmental impact, economic savings, and social benefit.

Decisions on business travel must be ordered and approved by your manager before booking travel. A business trip longer than 100 kilometres must be ordered through an approved travel order.

Learn more about business travel online and in the KTH Guidelines for meetings and travel.

How do I know?

If my manager has approved that I travel for work, travel and hotels must always be booked through the procured travel agency. Business travel must have a purpose that relates to the needs of agency activities. The main rule is that KTH only reimburses travel and hotels booked through the procured travel agency. In cases where accommodation is included and the hotel has already been booked/selected by the course or conference organiser (which should be a favourable conference hotel package with a code) for all attendees, you may book through the

organiser. All business travel must be planned and carried out in accordance with current guidelines. This means that environmental impact and costs must be kept to a minimum and that the trip must be carried out within a reasonable duration of time while still achieving reasonable comfort and safety.

Personal bonus points and benefits offered by a travel operator in connection with business travel may only be used for business travel and not for private travel.

If you are unsure about the rules for travel, please contact the person in charge of travel at each school/university administration (GVS) for advice.





Purchasing and procurement

All procurements at KTH must comply with the Swedish Public Procurement Act as well as KTH's internal procedures for purchasing and procurement. They must also comply with the conflict of interest provisions in the Swedish Administrative Procedure Act. Procuring government agencies that fail to comply with the Public Procurement Act in procurements, thereby engaging in so-called illegal procurements, may be liable for damages. Employees at KTH must act impartially and professionally.

Procurement refers to any occasion where payment is made with KTH funds to an external party, regardless of amount.

KTH acting in accordance with the Public Procurement Act means that

- purchases and procurements take place on a factual basis and that personal relationships do not influence procurements or the choice of supplier
- no bribery or corruption occurs in connection with purchasing and procurement
- you as a KTH employee do not use your position inappropriately

You are always personally responsible for keeping yourself informed of what is required of you as an employee at KTH.

Learn more about the Guidelines for purchasing and procurement at KTH.

How do I know?

If you are involved in any form of procurement, you should consider the relationship and/or interaction you may have with any suppliers. You must always act professionally. You must never risk being perceived as subjective.

When in doubt, always contact the head of procurement of each school/university administration (GVS) for advice.

If you are involved in a procurement as an expert, along with the procurement team, or if you otherwise make decisions in connection with a procurement, speak with the person in charge of the procurement about any conflict of interest or other questions linked to the procurement.





IT use

For most employees, IT equipment and systems are an important aspect of everyday life. These are tools that must be used responsibly.





KTH is a member of SUNET (Swedish University Computer Network), which has rules for the use of computer networks.

SUNET deems it to be unethical when someone:

- attempts to access network resources or other IT resources without having the right to do so
- attempts to disrupt or interfere with the intended use of the networks or connected IT resources
- attempts to damage or destroy computer-based information
- obviously wastes available resources (staff, hardware, or software)
- infringes on the privacy of others
- attempts to insult or humiliate others.

You must always follow the SUNET ethical rules. On the internet and in social media, you as a user must not behave in such a way that you cause unnecessary costs or poor reputation for KTH or any outsiders.

Learn more about rules, regulations, and IT use under “Policy documents, literature, and online information” below.

Personal data – GDPR

The protection of the individual’s personal data has been enhanced by the General Data Protection Regulation (GDPR). You must always be careful when handling personal data, making sure to comply with the GDPR as well as with the KTH rules. It is particularly important that you do not use, pass on, or search for protected personal data on your own or someone else’s behalf.

How do I know?

Always keep in mind that it is more difficult to communicate jokes and irony when using electronic communication, and that a message or an image can easily spread to an audience or a platform other than what was originally intended. Among other things, this means that you can rarely revise a statement, as it lives on without you being able to do anything about it.

- Therefore, you must always express yourself correctly, thoughtfully, and in a way that minimises the risk of being misunderstood.
- Avoid commenting on topics that you are not responsible for or familiar with. Instead, pass on questions to the right department/person.
- Always use a KTH account when representing KTH, so that the communication ends up in the KTH system and can be handled correctly, for

example in connection with public document administration. When expressing your personal views, you must use a personal account – especially when it comes to issues outside your and KTH’s area of activity.

- Use the internet in an ethically responsible manner, and only download work-related material from trusted sites. You must not, for example, download applications from the internet onto your computer or visit websites that contain violence, racism, or pornography. Also, make sure that you have the right to publish the material you post, for example on a website.
- Equipment and systems used must always be up to date and well-maintained so as not to compromise confidentiality, accuracy, or availability – locally or externally. You must not lend KTH resources to any external party on your own initiative.
- You must always be careful when handling personal data, making sure to comply with the GDPR as well as with the KTH rules.
- Each area of activity must ensure that the correct contracts or agreements are in place in connection with, for example, research projects or procurements – these often contain requirements for confidentiality or data management.



What can happen?

What can happen?

A KTH employee violating their responsibility as an official may lead to legal consequences. One possible consequence is a review by the KTH Staff Disciplinary Board (PAN) or the Government Disciplinary Board (SAN). These boards decide on sanctions, such as a warning, salary deduction, termination due to personal reasons, dismissal, prosecution, or suspension.

Where can you find guidance if you are unsure?

These issues are neither easy nor clear. Common sense and awareness go a long way. If you are unsure about what is ethically right or wrong in a work situation, you can find a reference under each area to those in charge of each function area or to the KTH policy documents.



How do you report suspected misconduct?

KTH employees and others who come into contact with KTH in various ways can report irregularities and deviations. These can either be reported to your immediate supervisor, if appropriate, or to the head of the function area. This procedure can also serve as a guide for employees who want to clear up any suspected misconduct or relationships in which they themselves have been involved.

Students can report suspected misconduct and irregularities to different functions, depending on the nature of the matter.

It is important that KTH investigates suspected irregularities and takes the necessary measures. A person reporting suspected irregularities may sometimes wish to remain anonymous. KTH cannot guarantee anonymity, as this depends on the nature of the matter and the way in which it must be handled. In some cases, the matter may be taken to trial, in which case there may be a duty to testify.

Those who wish to make sure they remain anonymous are recommended to report in a manner that makes their identity impossible to determine/trace. Those who report suspected irregularities should never have to be subjected to retaliation.



Policy documents, literature, and online information

KTH policy documents

Policy documents can be found on the KTH website,
[Organisation and regulation | KTH Intranet](#)

Ethical policy, [Ethical Policy.pdf \(kth.se\)](#)

Guidelines for management of bribery , limits in
connection with representation, staff welfare
benefits and gifts [Guidelines for limits in connection
with representation, staff welfare benefits and gifts.
pdf \(kth.se\)](#)

Guidelines regarding secondary employment at KTH,
[Guidelines-regarding-secondary-employment-at-KTH-
\(V-2020-0189\).pdf](#)

Limits in connection with representation, staff
welfare benefits and gifts,
[Staff administration | KTH Intranet](#)

Guidelines – Alcohol, drug and other substance abuse,
[Work environment | KTH Intranet](#)

Guidelines for meetings and travel,
[Guidelines for meetings och travel.pdf \(kth.se\)](#)

Guidelines for purchasing and procurement,
[Finance and procurement | KTH Intranet](#)

Rules and policies in the IT environment,
[Rules and policies IT | KTH Intranet](#)

Internal online information

KTH intranet

[Risks of threats and violence | KTH Intranet](#)

[Reporting near misses, risks and occupational injuries
| KTH Intranet](#)

[Meal benefits | KTH Intranet](#)

[Core values at KTH | KTH Intranet](#)

External online information

Institutet mot mutor
[English - Institutet Mot Mutor - IMM : Institutet Mot
Mutor – IMM](#)

Good administration practice,
[Förvaltningskultur \(forvaltningskultur.se\)](#)

Swedish Research Council:
[English - Vetenskapsrådet \(vr.se\)](#)

Laws and regulations for higher education:
[Laws and regulations - Swedish Council for Higher
Education \(uhr.se\)](#)

The Swedish Agency for Public Management:
[In English \(statskontoret.se\)](#)

Accessible, secure and scalable services
[Tjänster | Sunet](#)

Accessible, secure and scalable e-infrastructure
[Sunet](#)

Basic values delegation (“Värdegrundsdelegationen”):
[Vardegrundsdelegationen in English – Information on
values in Sweden](#)

[Common basic values for central government
employees – a summary – Government.se](#)

[A culture that counteracts corruption –
Government.se](#)

Guidelines from E-delegationen, Version 1.0, 2010-
12-30 [Myndigheters användning av sociala medier
\(Government agencies’ use of social media\)](#)



Policy documents, literature, and online information

Ministry of Finance and the Swedish Association
of Local Authorities and Regions:

[On bribery and conflicts of interest –
Government.se](#)

The Swedish National Audit Office:

[Statliga myndigheters skydd mot korruption
\(Government agency protection against
corruption\)](#) RIR 2013:2

[Protecting central government agencies against
corruption | Riksrevisionen](#)