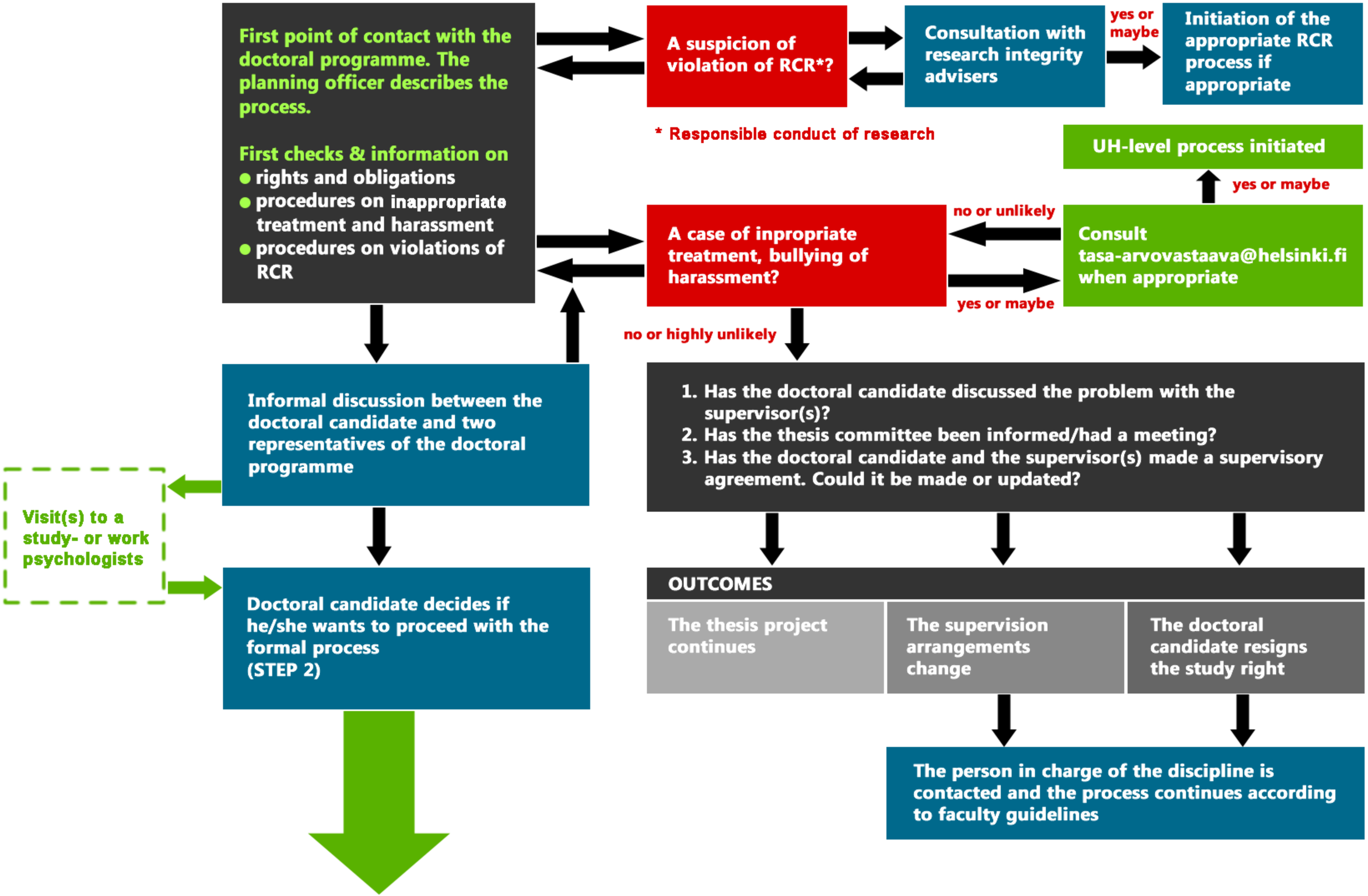
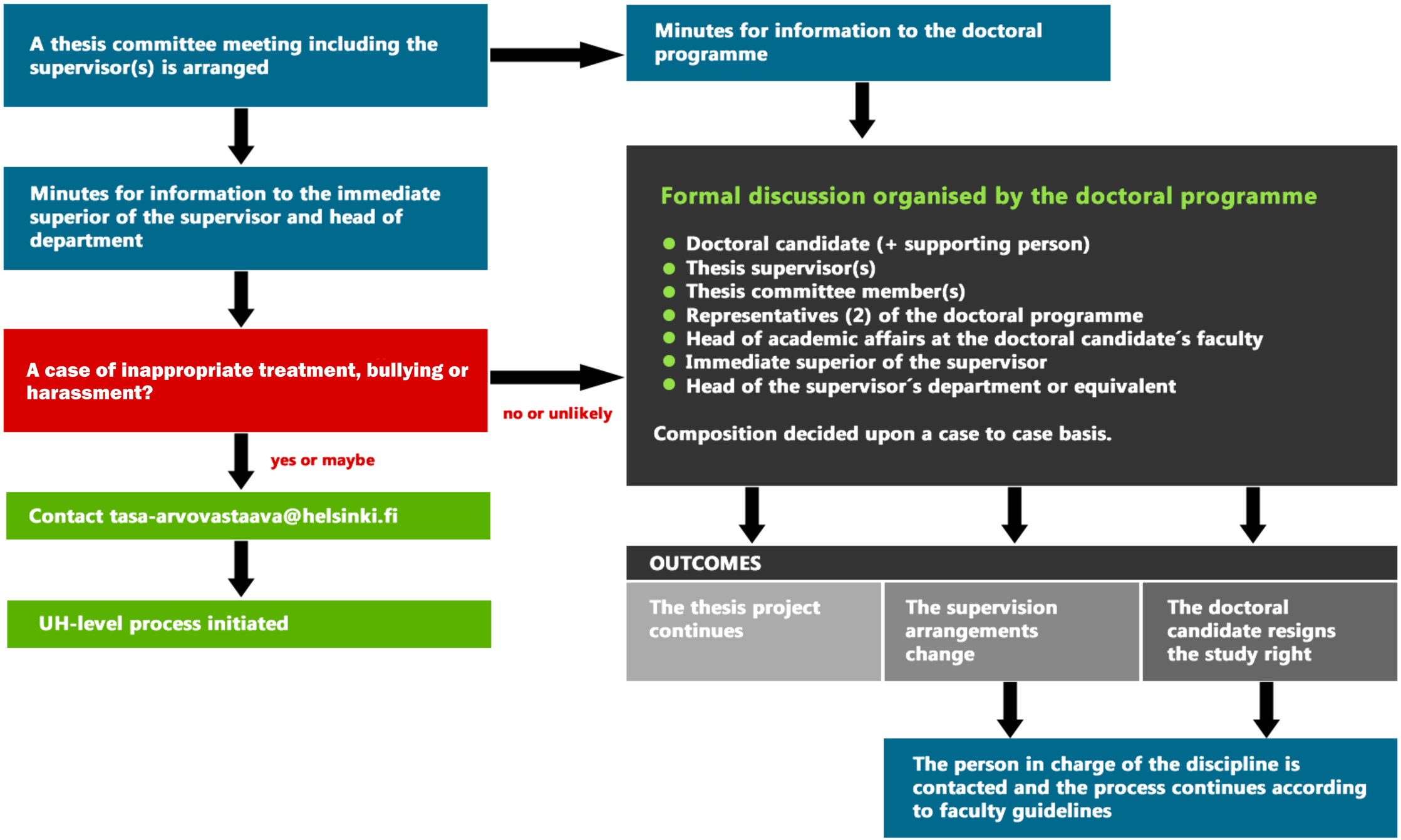
STEP 1


First point of contact with the doctoral programme. The planning officer describes the process.
First checks & information on
rights and obligations
procedures on inappropriate treatment and harassment
procedures on violations of RCR
A suspicion of violation of RCR*?
Consultation with research integrity advisers
yes or maybe
Initiation of the appropriate RCR process if appropriate
* Responsible conduct of research
UH-level process initiated
yes or maybe
A case of inpropriate treatment, bullying of harassment?
no or unlikely
Consult tasa-arvovastaava@helsinki.fi when appropriate
yes or maybe
no or highly unlikely
Informal discussion between the doctoral candidate and two representatives of the doctoral programme
Visit(s) to a study- or work psychologists
Doctoral candidate decides if he/she wants to proceed with the formal process (STEP 2)
1. Has the doctoral candidate discussed the problem with the supervisor(s)?
2. Has the thesis committee been informed/had a meeting?
3. Has the doctoral candidate and the supervisor(s) made a supervisory agreement. Could it be made or updated?
OUTCOMES
The thesis project continues
The supervision arrangements change
The doctoral candidate resigns the study right
The person in charge of the discipline is contacted and the process continues according to faculty guidelines

STEP 2


A thesis committee meeting including the supervisor(s) is arranged
Minutes for information to the doctoral programme
Minutes for information to the immediate superior of the supervisor and head of department
Formal discussion organised by the doctoral programme
Doctoral candidate (+ supporting person)
Thesis supervisor(s)
Thesis committee member(s)
Representatives (2) of the doctoral programme
Head of academic affairs at the doctoral candidate´s faculty
Immediate superior of the supervisor
Head of the supervisor´s department or equivalent
Composition decided upon a case to case basis.
A case of inappropriate treatment, bullying or harassment?
no or unlikely
yes or maybe
Contact tasa-arvovastaava@helsinki.fi
UH-level process initiated
OUTCOMES
The thesis project continues
The supervision arrangements change
The doctoral candidate resigns the study right
The person in charge of the discipline is contacted and the process continues according to faculty guidelines