

**A-WHAT:** This document lists and describes how HSPRC cooperates with other professionals, research or investigation institutes and special services (Partner).

**B-HOW:** In every case – be it research, investigation, consultation or education - there may be two types of regulations applied: A) Informal and B) Formal (Contracted).

**B1-AGREED REGULATON:** This is the most simple form of a cooperation option. This means that the Partner and HSPRC mutually agree that when cooperation is needed, they can:

- contact each other;
- voluntarily and mutually agree on tasks;
- consult with each other;
- freely agree and disagree with each other;
- say no to each other;
- stop cooperating without any explanation or formal steps;
- be available for professional services in case they have resources, competency and availability;
- choose to opt for Contracted Regulation

This also means that in the Informal Cooperation there is no:

- contract between them;
- obligations that must be followed;
- sharing of information about the case

General ethical guidelines are recommended for Partner and HSPRC such as they

- respect each other;
- can recommend each other's services for other professionals or clients;
- give and receive feedback through open communication;
- don't take advantage of each other;
- don't spread information about each other that is not true (bad or good)

**B2-CONTRACED REGULATION:** There are two types of contracted regulations: A)Open Ended and B)Ad hoc

**B2.1-**If it is **Open Ended**, then HSPRC and Partner creates a cooperation contract in which they specify the way they are open to cooperate with each other until one or both of them decide to end the cooperation – in which case they formally create and share a document about it.

**B2.2-**If it is Ad Hoc, then HSPRC and Partner creates an Ad Hoc Cooperation Contract in which they specify when the cooperation starts, ends and what they expect from each other and how.

## E-Document Version

V 1.0 – 16 April 2025 by Balazs Polyanki