

# Chapter

## Article 3 Policies to ensure that a contributor provides all relevant input data

The code of conduct shall include provisions requiring contributors to have in place and comply with at least the following policies:

- (a) an input data policy that includes at least a description of:
  - (i) the data to be taken into account in determining the input data contribution; and
  - (ii) the data that the contributor may exclude from a contribution of input data, together with the reason or reasons for which that data may be excluded;
- (b) a policy on the transmission of data to the administrator that includes at least:
  - (i) a description of the process to be used for the secure transfer of data; and
  - (ii) contingency plans for submitting input data in the event of technical or operational difficulties, the temporary absence of a submitter or the unavailability of the input data required by the methodology.