

Advancement | UCF Foundation, Inc.

Ethics Reporting and Whistleblower Policy

Policy# 1.04

Effective Date: 04/25/2017

Responsible Department: Human Resources

1. **PURPOSE**

To provide information on the reporting process for the University of Central Florida Foundation, Inc. (Foundation) staff related to misconduct and to protect employees from retaliation or the fear of retaliation in reporting illegal or unethical conduct.

2. **APPLICABILITY**

All Foundation staff.

3. **POLICY**

The Foundation is committed to a culture of integrity, compliance and accountability that encourages the highest standards of ethical behavior. Therefore, the Foundation follows the University process and procedures as set forth in UCF Policy 2-700 for the reporting of any illegal or unethical conduct or fraud in connection with the finances or any other aspect of the Foundation's operation. Such concerns may involve employees, members of the Board, consultants, vendors, contractors, or outside agencies.

RELATED DOCUMENTS

UCF Policy 2-700 Reporting Misconduct and Protection from Retaliation University

<http://policies.ucf.edu/documents/2-700ReportingMisconductandProtectionfromRetaliation.pdf>

UCF IntegrityLine is available 24 hours a day, 365 days a year, and is available at www.ucfintegrityline.com, or by calling [1-855-877-6049](tel:1-855-877-6049).

4. **CLARIFICATION**

Requests for clarification of this policy should be sent to Senior Director for Advancement Human Resources.



Name: Michael J. Morsberger

Title: Vice President for Advancement and Chief Executive Officer

Revision history:

Adoption Date: 03/15/2010

Revised: 12/03/2013