

Advancement | UCF Foundation, Inc.

Ethics Reporting and Whistleblower Policy

Policy# 1.04

Effective Date: March 9, 2021

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 of Central Florida (University) process and procedures as set forth in University 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 Foundation's Board of Directors, consultants, vendors, contractors, or outside agencies.

A member of the Foundation staff will not be in violation of the Foundation's privacy policies if private health information is disclosed as a whistleblower or if the Foundation staff member is a victim of a crime.

RELATED DOCUMENTS

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

<https://policies.ucf.edu/documents/2-700.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

Revised: 04/25/2017

Revised: 03/09/2021