The Florida Atlantic University Foundation, Inc. Code of Conduct (hereinafter referred to as the Code) applies to officers, directors, volunteers, and employees (hereinafter referred to as Representatives). These Representatives have a fiduciary relationship with the Foundation and must practice honesty and integrity in fulfilling their responsibilities and shall act in good faith with due regard to the interests of the Foundation. Representatives shall comply with the ethical principles adopted in this policy and the Foundation’s Conflict of Interest Policy, as well as, with the general standards for directors as set forth in section 617.0830 of the Florida Statutes.

1. Representatives of the Foundation have a responsibility to act in the best interest of the Foundation they serve and must put their duty to the Foundation before their individual and private interests.

2. Representatives shall not engage in activities that conflict with the fiduciary, ethical, and legal obligations to the Foundation.

3. Representatives shall effectively disclose all potential and actual conflicts of interest.

4. Representatives shall not exploit any relationship with a donor, prospect, volunteer, or employee for personal benefit or for the benefit of members of the Foundation or the University it serves.

5. Representatives shall respect the confidentiality of information acquired in the course of business except when authorized or otherwise legally obligated to disclose.

6. Representatives shall not make promises on behalf of the Foundation that compromises the Foundation’s operational policies and standards.

7. Representatives shall honestly represent the facts of a payment regardless of the payee’s tax benefit.

8. Representatives shall abide and adhere to all IRS regulations regarding the acceptance of donations, including any quid pro quo restrictions.

9. Representatives shall comply with applicable rules and regulations of federal, state, provincial, and local governments, and other appropriate private and public regulatory agencies.

10. Proactively promote ethical behavior as a responsible partner in the work environment and the community.

11. Representatives shall report known or suspected violations of this Code in accordance with the Foundation’s Whistleblower Policy.

12. Representatives shall be accountable for adhering to this Code.

Printed Name

Signature Date