



## Pacific Public Health Foundation Code of Ethics and Accountability

### Preface

The Pacific Public Health Foundation believes that public confidence is fundamental. The Pacific Public Health Foundation is guided by and meets or exceeds the Association of Fundraising Professionals Code of Ethical Principles and Standards<sup>1</sup> and Donor Bill of Rights<sup>2</sup> and maintains this Code of Ethics and Accountability and additional policies and procedures: to ensure the highest standards in achieving the work and mission of the organization; to protect the Pacific Public Health Foundation from real or perceived conflict of interest; to provide oversight and accountability to relationships with donors, partners, and external stakeholders; to protect Board, staff, and affiliates from any external influence; and to make the Pacific Public Health Foundation a leader in ethical practices.

### Values

The Pacific Public Health Foundation Code of Ethics and Accountability is derived from our core values:

- Integrity
- Accountability
- Transparency
- Collaboration
- Innovation
- Compassion

### Principles

With regard to **donations and gifts**, the Pacific Public Health Foundation will:

- maintain a gift acceptance policy and a corporate funding policy that will provide mechanisms for oversight of gifts, and a clear path to accept or deny gifts in accordance with this Code;
- not accept dollars tied to programs, research, or other activities that would in any way impact the integrity or perceived integrity of those programs, research, or other activities;
- adhere to applicable tax rules and legal standards for the acceptance of charitable contributions and management of funds;
- ensure charitable contributions are used to fulfill its strategic objectives and purpose;
- maintain reasonable stewardship and reporting processes;
- maintain a record of all donations;
- maintain a privacy policy and will ensure privileged information is handled with confidentiality and respect;
- provide consistent and appropriate recognition of donors that reflect donor wishes, including remaining anonymous.

1. Association of Fundraising Professionals. Code of Ethical Principles and Standards. <https://afpglobal.org/ethicsmain/code-ethical-standards>

2. Association of Fundraising Professionals. Donor Bill of Rights. <https://afpglobal.org/donor-bill-rights>



With regard to **conflict of interest**, the Pacific Public Health Foundation will:

- not allow any staff members or the Board of Directors to have any undeclared direct financial relationships with any related company during their term of service;
- require all staff members and Board Directors to agree to this Code and to sign a confidentiality agreement when joining the Foundation, and a conflict of interest disclosure form annually documenting any potential conflicts of interest and/or financial relationships that may arise over their term.

With regard to **independence from influence**, the Pacific Public Health Foundation will:

- grant funds for research, scholarships, equipment, and other purposes independently of any outside influence;
- develop and seek funding for all activities, programs, services, grants, advocacy, and other duties in accordance with its mission, independent of influence;
- not permit funders to select recipients of research grants, and may appoint independent committees to select such recipients based on peer review of grant applications;
- not permit funders that support research grants to control or influence manuscripts or presentations that arise from grant funded research;
- inform the content of contracts and gift agreements entered into with donors to the Foundation.

With regard to **independent assessment**, the Pacific Public Health Foundation will:

- work with academic partners to ensure that all research projects requiring ethics approval have undergone full independent assessment by an appropriate Research Ethics Board (REB).

With regard to **public confidence**, the Pacific Public Health Foundation:

- will maintain this Code on its website, and make it available to the public upon request;
- is committed to providing information and activities that are evidence-based.

With regard to **financial management**, the Pacific Public Health Foundation:

- is committed to fiduciary responsibility, adheres to generally accepted accounting principles, and undergoes an annual independent audit, which is made public;
- maintains a Statement of Investment Policies to ensure responsible investment practices.

Review

- The Pacific Public Health Foundation Board of Directors will review the Code of Ethics and Accountability every two years, at minimum, and update it as required.
- The Code of Ethics and Accountability does not in any way supersede the authority of the Board of Directors of the Pacific Public Health Foundation or the ability of the Board to entertain appeals or exceptions from this code.

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