

UNITED WAY OF PULLMAN
CODE OF ETHICS
Adopted August 26, 2014

The mission of the United Way of Pullman is to increase the organized capacity of people on the Palouse to care for one another. As part of this mission, the United Way of Pullman is committed to the highest ethical standards in its role as a local leader of philanthropy to benefit health and human service agencies that serve the Palouse. This Code of Ethics establishes key guidelines to assist United Way of Pullman volunteers and staff in making good decisions that are ethical and in accordance with United Way rules and applicable legal requirements.

1. Personal and Professional Integrity

- Communicate honestly and openly.
- Maintain the highest standards of accountability, including full disclosure of information.
- Exhibit respect, dignity, and fairness toward all those with whom we come into contact.
- Avoid all gifts, conflicts of interest, and personal gain.
- Promote good stewardship of United Way resources in all expenditures.
- Ensure that all information, which is confidential, privileged or nonpublic, is not disclosed inappropriately.

2. Solicitations and Voluntary Giving

- Preserve confidentiality.
- Solicit funds in a noncoercive manner and promote voluntary giving.
- Respect privacy rights of all individuals.
- Avoid racial, religious, gender, or personal bias.

3. Accountability

- Practice and promote financial responsibility.
- Comply with all laws and regulations affecting United Way.
- Comply with tax and legal regulations.
- Keep accurate and detailed accounts and reports.
- Have an annual financial review by an external agent.
- United Way of Pullman complies with United Way Worldwide Whistleblower policies requiring any violation to be reported to United Way staff and officers.

4. Diversity, Equal Opportunity

- Value, champion, and embrace diversity in all United Way activities.
- Recognize the special needs of all individuals in our community.
- Recognize the distinct differences of individuals and organizations and capitalize on the strengths of each.
- Strive to reflect the community we serve.
- Support equal employment opportunity.

Volunteers and staff are encouraged to seek advice and guidance from the Board of Directors, its President, and its Executive Committee on questions about any ethical issue including interpretation or application of this Code. Any known or possible breach of this Code should be disclosed to the Board's Executive Committee for a prompt and fair resolution.