

Code of Conduct

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Purpose

The University values integrity, diversity, respect, freedom of inquiry and expression, trust, honesty and fairness. We are accountable for upholding these standards of behavior.

The Code applies to faculty, staff, students and postdoctoral scholars; members of the Board of Trustees; consultants, contractors, volunteers and others, when performing services for or on behalf of the University or interacting with members of the University Community.

2

Standards of Integrity & Quality

When there is not a specific law, rule or policy on point, rules of fairness, honesty, and respect for the rights of others will govern our conduct at all times.

3

Respect for Others

Central to Stanford's commitment to the pursuit of excellence and creating an environment that fosters this goal is the principle of treating each University Community member fairly and with respect, and embracing diversity and inclusion. The University prohibits discrimination and harassment and provides equal opportunities for all Community members and applicants regardless of their race, color, religious creed, national origin, ancestry, physical or mental disability, medical condition, marital status, sex, age, sexual orientation, gender identity, veteran status or any other characteristic protected by law.

4

Compliance with Laws, Applicable Policies, and Procedures

Members of the Stanford University Community must comply with applicable laws, regulations, and University policy and procedure. Only individuals who have authority delegated by an appropriate University official may enter into agreements on behalf of the University.

5

Confidentiality, Privacy & Information Security

University Community members receive and generate various types of confidential, regulated, proprietary and private information on behalf of the University. All members of the Community are expected to comply with all applicable rules, laws, and regulations, contractual obligations, and University policies pertaining to the use, protection and disclosure of this information.

6

Financial Responsibilities & Internal Controls

Members of the University Community are expected to employ sound business practices and exercise prudent financial management in their stewardship of University resources.

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Use of University Resources

University resources must be reserved for business purposes on behalf of the University. They may not be used for personal gain, and may not be used for personal use except in a manner that is incidental and reasonable.

8

Conflict of Commitment/ Conflict of Interest

Stanford faculty and staff owe their primary professional allegiance to the University and its mission to engage in the highest level of education, research, health care and business practices. A conflict of commitment can arise when a person's external activities interfere with the person's responsibilities to the University. Outside professional activities, private financial interests or the receipt of benefits or gifts from third parties can cause an actual or perceived conflict of interest. In order to protect our primary mission, University Community members with other professional or financial interests shall disclose them in compliance with applicable conflict of commitment/conflict of interest policies and, if permitted, manage them in compliance with all controls put in place.

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Response to Governmental or Other Investigations

Stanford University is committed to cooperating with government investigators as required by law. If an employee receives a subpoena, search warrant, other similar document, before taking any action, the employee must immediately contact the Office of the Chief Risk Officer or the Office of the General Counsel. If asked by a government agent for information, an employee should contact their supervisor and the appropriate University office before discussing the matter with the government agent.

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Reporting Suspected Violations

Stanford policy prohibits retaliation against an individual who in good faith reports or provides information about concerns or suspected violations. Raising concerns is a service to the University and does not jeopardize the University Community member's position or employment. Concerns may be reported confidentially, and even anonymously, although the more information given, the easier it is to investigate the concerns. All members of the University Community are expected to cooperate fully in the investigation of potential violations of University policy and applicable rules, laws, or regulations.

Questions or Concerns?

Ethics & Compliance Helpline

PHONE
650-721-2667

EMAIL
integrity@stanford.edu

WEB FORM (ANONYMOUS)
helpline.stanford.edu