



Special Olympics
Chicago



**Special Children's
Charities**

PRINCIPLES OF ETHICAL CONDUCT

Every Special Children's Charities/Special Olympics Chicago (SCC/SOC) employee and volunteer has a duty to Special Children's Charities/Special Olympics Chicago' athletes and to the organization to protect the good name and reputation of Special Children's Charities/Special Olympics Chicago, essential to the growth and success of our programs and services. A serious ethical or legal lapse by an employee or volunteer could severely damage our reputation for honesty and integrity, reduce public support, and undermine our ability to fulfill our mission.

Since our founding we have built a valuable reputation as a trustworthy movement that athletes, families, volunteers, donors and employees are proud of and feel good about supporting. To help every employee and volunteer protect our reputation, the Board of Directors has adopted the following principles, which are based on a similar summary of ethical conduct of partner organizations and has promulgated for its staff and Board of Directors.

Every Special Children's Charities/Special Olympics Chicago employee and volunteer shall comply with the following principles in relation to his or her employment activities:

1. Act with professionalism, integrity, and the highest standards of ethical conduct;
2. Avoid conflicts of interest, both real and perceived, and deal with any potential conflict as required under the *Special Children's Charities/Special Olympics Chicago Conflict of Interest Policy*;
3. Understand that even the appearance of misconduct or impropriety can severely damage the reputation of Special Children's Charities/Special Olympics Chicago, and therefore avoid such appearances;
4. Never use Special Children's Charities/Special Olympics Chicago assets or information for personal gain or advantage;
5. Ensure that all Special Children's Charities/Special Olympics Chicago transactions are handled honestly and recorded fully and accurately;
6. Respect every employee's and volunteer's right to fair treatment and equal opportunity, free from discrimination or harassment of any kind;
7. Protect confidential information concerning Special Children's Charities/Special Olympics Chicago and Special Children's Charities/Special Olympics Chicago athletes, donors, sponsors, and fellow workers; and
8. Comply with all laws and regulations that govern the conduct Special Children's Charities/Special Olympics Chicago activities.