



## BCCDC Foundation for Public Health: Code of Ethics and Accountability

### PREFACE

The BCCDC Foundation for Public Health (BCCDC Foundation) believes that public confidence is fundamental for both the BC Centre for Disease Control (BCCDC) and the BCCDC Foundation. The BCCDC Foundation, guided by the *Council of Medical Specialty Societies' Code for Interacting with Companies*<sup>1</sup>, meets or exceeds the *Association of Fundraising Professionals Code of Ethical Principles and Standards*<sup>2</sup> and maintains this **Code of Ethics and Accountability** and additional policies and procedures: to protect the BCCDC Foundation from real or perceived conflict of interest; to provide oversight and accountability to relationships with industry; to protect the BCCDC, its staff, and affiliates from any external influence; and to make the BCCDC Foundation a leader in ethical practices.

### VALUES

The BCCDC Foundation for Public Health **Code of Ethics and Accountability** are derived from our core values. These values are:

Integrity  
Transparency  
Accountability  
Independence from influence  
Cooperation  
Public good

### PRINCIPLES

#### Donations and gifts:

- The BCCDC Foundation will maintain a gift acceptance policy and a corporate funding policy that will provide mechanisms for oversight into gifts, a thorough review process, and a clear path to accept or deny gifts in accordance with this Code.
- The BCCDC Foundation will 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.
- The BCCDC Foundation will adhere to applicable tax rules and legal standards for the acceptance of charitable contributions and management of funds.
- The BCCDC Foundation will make reasonable efforts to seek multiple sponsors for sponsored items or programs.
- The BCCDC Foundation will ensure charitable contributions are used to fulfill its strategic objectives.

#### Policies and procedures:

- The BCCDC Foundation will develop reasonable reporting processes for the uses of donated funds.
- The BCCDC Foundation will work directly with the BCCDC to select the objectives, content, faculty and format of educational activities in a manner that is consistent with its mission.

#### Conflict of interest:

- The BCCDC Foundation will not allow any staff members or the Chair of the Board of Directors to have any undeclared direct financial relationships with any related company during their term of service.
- The BCCDC Foundation will require all staff members and Board Directors to agree to this Code and to sign a confidentiality and privacy agreement and a disclosure form annually documenting any potential conflicts-of-interest that may arise over their term.
- The BCCDC Foundation will disclose all financial relationships that its leaders and members of the Board of Directors have with related companies.

#### Independence from influence:

- The BCCDC Foundation will grant funds for research, scholarships, equipment, and other purposes independently of any outside influence.
- The BCCDC Foundation will develop all activities, programs, services, grants, advocacy, and other duties in accordance with its mission, independent of the influence of a for-profit company, society, or foundation.
- BCCDC Foundation will separate efforts to seek educational grants, corporate sponsorships, charitable contributions and support for research grants from their programmatic decisions.
- The BCCDC Foundation will not permit companies to select recipients of research grants, and will appoint independent committees to select such recipients based on peer review of grant applications.
- The BCCDC Foundation will not permit companies that support research grants to control or influence manuscripts or presentations that arise from grant funded research.
- The above-noted provisions will inform the content of contracts entered into with donors to the Foundation.

#### Independent Assessment:

- The BCCDC Foundation will work with academic partners to ensure that all studies involving human and/or animal subjects have undergone full independent assessment by an appropriate Research Ethics Board (REB).

#### Donor recognition:

- The BCCDC Foundation will provide consistent and appropriate recognition of donors.

#### Public disclosure:

- The BCCDC Foundation will maintain this Code on its website, and make it available to the public upon request.
- The BCCDC Foundation will maintain a record of all donations.
- The BCCDC Foundation will allow individual donors to remain anonymous upon their explicit request and will report their gift(s) as “anonymous”.

#### Review:

- The BCCDC Foundation Board of Directors will review the **Code of Ethics and Accountability** annually, 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 BCCDC Foundation for Public Health or the ability of the Board to entertain appeals or exceptions from this code.

1. Council of Medical Specialty Societies. Code for Interactions with Companies. <http://www.cmss.org/codeforinteractions.aspx>

2. Association of Fundraising Professionals. Code of Ethical Principles and Standards. <http://www.afpnet.org/Ethics/EnforcementDetail.cfm?ItemNumber=3261>