***REPORTING ILLEGAL and UNETHICAL ACTIVITIES***

***Sample***

The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Chapter is committed to complying with the letter and spirit of the law, and to acting ethically in all of its activities and operations. Board members who in good faith believe that an ACC activity, or the activity of a leader or member purportedly acting on behalf of the ACC, does not meet any aspect of this commitment (misconduct) should immediately report it to the chapter president and/or ACC’s national chapter staff through [chapters@acc.com](mailto:chapters@acc.com).

Examples of misconduct that should be reported include, but are not limited to: (1) violations of federal, state, or local laws or regulations; (2) violations of the ACC’s policies as set forth in the Chapter President’s Manual, as may be in effect from time to time; and (3) engaging in unethical conduct in connection with ACC activities or operations (e.g., improper financial reporting, submitting false expense reports, undisclosed conflicts of interests, taking kickbacks from sponsors or contractors, etc.).

If requested to do so, a reasonable effort will be made to protect the identity of reporting leader. However, the reporting leader identity may have to be disclosed to conduct a thorough investigation of the alleged misconduct (including permitting any accused leaders to respond fully to the allegations) and to comply with the law.