Lehigh University

Subject: Lehigh University Ethics and Compliance Hotline
From: Pat Farrell, Provost and Vice President for Academic Affairs
      Peggy Plympton, Vice President for Finance and Administration
Date: February 25, 2013

Lehigh University expects its employees to perform their duties in accordance with applicable laws and regulations, University policy and procedures, and the highest ethical standards. Ensuring that these standards are met furthers the University’s mission and seeks to promote fairness in all endeavors.

The University considers employee and student concerns in these areas to be very important. Faculty, staff and students who have concerns about possible misconduct are encouraged to raise them using one of many possible avenues: Office of Human Resources, General Counsel’s Office, and Office of the Ombuds, Internal Audit Office, Student Affairs Office or other established channels.

For those individuals who feel uncomfortable in addressing situations using the above avenues, the University recently introduced a confidential external Ethics and Compliance Hotline. To ensure anonymity for all users, the University has contracted with an outside firm, EthicsPoint, to administer the Hotline.

This external communications link allows any member of the Lehigh community the opportunity to anonymously and confidentially report (either by phone or online) concerns they have regarding the financial and/or operational aspects of the University. This would include financial or ethical concerns, fraud, conflicts of interest, noncompliance with governmental or university requirements, research misconduct, etc.

The external hotline is linked from various University webpages, such as Human Resources and the Ombuds page; you can also visit the page directly at: http://www.lehigh.edu/~iniao/hotline.html

The Ethics and Compliance Hotline phone number is 888-924-4450.

If you have any questions or would like additional information, please contact Bob Eichenlaub, Director of Internal Audit, at 8-5012 or rje0.