



HEALTH RESEARCH INCORPORATED®

Ethics Policy

Article I

Purpose

The purpose of this Code of Ethics Policy (Policy) is to provide standards and practices by which Health Research, Inc. (HRI) conducts activities in order to protect and promote Corporate wide integrity and to enhance HRI's ability to achieve the Corporate mission. HRI maintains certain policies to guide officers and board members with respect to standards of conduct expected in areas where improper activities could damage the Corporation's reputation and otherwise result in serious adverse consequences to the Corporation.

Article II

Corporate Mission

Mission:

Building a healthier future for New York State and beyond through the delivery of funding and program support to further public health and research programs.

Vision:

To assist the New York State Department of Health, Roswell Park Cancer Institute Corporation and our other partners to be recognized as national leaders of innovative, collaborative research, and excellence in public health programs.

Article III

Professional and Personal Integrity

All employees, officers, and board members will strive to conduct themselves with integrity, courtesy, candor, and respect in all of their dealings with their colleagues and others.

Article IV

Governance

The Board of Directors will ensure:

- a. It has the requisite skills and experience to carry out its duties and that all members understand and fulfill their governance responsibilities in a manner that benefits HRI and its Corporate purpose;

- b. All Directors are knowledgeable of, and adhere to, the HRI Board of Directors Conflict of Interest Policy;
- c. All Board members are aware that they are prohibited from making any attempt to influence the decision making of governmental bodies or officials by any improper offer. Any requests or demands by any governmental representative for any improper benefits must immediately disclose to the President of the Board or his/her designee.
- d. The Executive Director and appropriate staff provide the Board with timely and relevant information to enable the Board to effectively fulfill its duties;
- e. HRI conducts all of its transactions with integrity and honesty;
- f. HRI is fair and inclusive in its hiring and promotion policies and practices for all staff positions;
- g. The resources of HRI are responsibly and prudently managed;
- h. HRI invests resources held for the benefit of DOH, RPCI and other entities engaged in health-related matters, appropriately;
- i. HRI has the capacity to carry out its programs effectively;

Article V

Legal Compliance

HRI shall be in compliance with all laws and regulations applicable to its activities.

Article VI

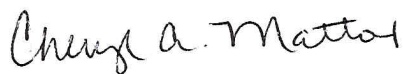
Responsible Stewardship

HRI will manage its funds responsibly and prudently, including:

- a. Allocating the appropriate resources in support of administration to ensure maintenance of effective accounting systems, internal controls, competency, and professional management;
- b. Ensure all spending practices and policies are fair, reasonable, appropriate, and necessary to fulfill HRI's mission;
- c. Utilize all sponsored funds in accordance with sponsor intent;
- d. Produce financial reports that are factually accurate and complete in all material respects.

Article VII
Openness and Disclosure

HRI will be responsive in a timely manner, to reasonable requests for non-proprietary, or basic data about HRI, such as Form 990. HRI will use its best efforts to ensure information provided is accurate in all material respects.

A handwritten signature in black ink, reading "Cheryl A. Mattox". The signature is written in a cursive, flowing style.

Cheryl A. Mattox
Executive Director