

# EHL Code of Ethics

**A**t EHL, we expect everyone, from internal members to external players, to apply high ethical standards to all activities and decisions, and to contribute to the successful realization of our vision and mission.

This Code of Ethics is based on EHL values and guiding principles and sets out clear guidelines for day-to-day professional practice and decision-making. It defines a framework for the interaction of all members of the EHL community internally, as well as with external partners (referred to as EHL Community & Partners).

[Read the full Code of Ethics](#)

## 1 Integrity, Transparency, Accountability



EHL Community & Partners act in good faith, with integrity, and demonstrate honesty, reliability, impartiality and diligence in their work. They are expected to be honest and fair in all their actions and should be trustworthy and accountable for their actions. They systematically avoid any misleading or dishonest behaviors.

## 2 Diversity, Equity & Inclusion

EHL Community & Partners respect one another and operate in an inclusive environment free from discrimination, intimidation, bullying and sexual harassment. They communicate respectfully and non-violently. All members embrace differences and contribute to positive interpersonal relationships across all levels.



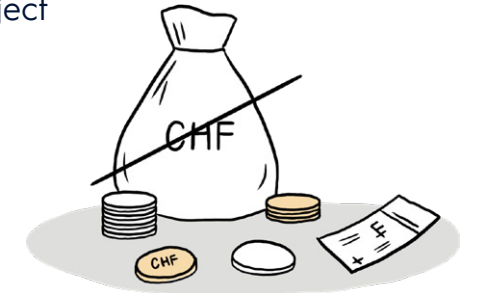
## 3 Sustainability & Corporate Social Responsibility



EHL Community & Partners are committed to advancing EHL's Sustainability strategy and treating environmental, economic, and social resources with respect. Professionally, they consistently act in a responsible and ethical manner to minimize the impact of their activities and promote sustainable development.

## 4 Free from Conflict of Interest

EHL Community & Partners act free from conflicts of interest in their business activities. All decisions and actions are made to advance the institution's best interests, and the public good. We reject any form of bribery and corruption.



## 5 Compliance

EHL Community & Partners follow the rules, respect professional standards and comply with any applicable laws. They know and understand EHL policies and apply them. All information is used and communicated in a professional manner.



## 6 Confidentiality & Privacy

EHL Community & Partners must protect the confidentiality of the information they have access to and respect EHL's stakeholders' privacy. They attach great importance to the protection of personal data and comply with all applicable laws.



# I Integrity, Transparency, Accountability



- Treat colleagues, students, members of the administration and all partners with honesty and respect. Be clear in your intentions.
- Carry out your activities in a professional and collaborative way.
- When conducting research work, avoid any form of plagiarism or fraud. Your results must be well documented, quotes must be transparent and complete, and all elements that aren't originally your own must be cited and correctly referenced.




# 2 Diversity, Equity & Inclusion

- When communicating, be inclusive and avoid any form of discrimination, prejudice, or stereotypes.
- Help foster and maintain a welcoming and inclusive environment for all students, staff, and faculty.
- When launching a new project or preparing a new course, consider different sensitivities, abilities, and ways of thinking.





# 3 Sustainability & Corporate Social Responsibility

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- A central illustration featuring a globe with a small green plant growing from the bottom. Surrounding the globe are icons for a bicycle, a lightbulb with a plant inside, and a water bottle. Below the globe, a hand is shown holding soil. The background has faint circular lines and small squares.
- When proposing new ideas, projects, or procedures, take sustainability into account and consider all activities' environmental and social impacts. You must use all resources (energy, water, food products, etc.) in a responsible way.
  - Minimize your environmental footprint and adopt eco-friendly behaviors on campus. For example: do not waste food, avoid single-use items such as to-go cups, recycle your waste, use public transportation and get involved in sustainability-related initiatives.



# 4 Free from Conflict of Interest



- Disclose any potential conflict of interest. Should you feel any form of pressure, contact a person you trust or follow the established communication channels.
- When assessing students' work, do not let any direct or indirect personal interest influence your evaluation. Remain impartial and fair.



## 5 Compliance

- Be aware and comply with applicable laws and internal policies related to your activities. If someone tries to force you into disregarding the law or an established internal policy, contact a person you trust or follow the established communication channels.
- Students are subject to EHL's rules, regulations and directives and must, at all times, comply with all existing measures. For example, students living on campus commit to respecting the rules and regulations of the residence rooms.



# 6 Confidentiality & Privacy

- Respect data protection best practices. Avoid sharing or disclosing sensitive data.
- If you are working on an innovative project for an external company, do not share or disclose any confidential information without the proper authorization and/or consent of the company.





# EHL Code of Ethics

## THE ETHICAL PRINCIPLES

- Integrity
- Diversity, Equity & Inclusion
- Transparency, Honesty & Duty of Care
- Anti-Corruption & Anti-Bribery
- Corporate Social Responsibility & Sustainability
- Responsibility & Accountability
- Compliance
- Confidentiality & Privacy
- Data Protection
- Communication
- Conflict of Interest

## INTRODUCTION

### Scope

**E**HL is a state of mind, based on forward-looking values and vision with the idea of shaping the future of hospitality together. EHL constantly drives the industry forward and prepares its future leaders. In this spirit, everyone is expected to apply high ethical standards to all their activities and decisions to contribute to the successful realization of EHL vision and mission. In this Code of Ethics, EHL sets out clear guidelines for day-to-day professional practice, decision making and acceptable behavior in the professional environment. These ethical principles are expected to be adhered to by both internal members and external players with whom EHL maintains business relationships or a collaborative exchange of some kind.

This Code of Ethics is based on existing values and guiding principles as well as regulations and guidelines. It defines a framework for the interaction of all members of the EHL community internally as well as with external partners (referred in this document as “EHL Community & Partners”). It is what unites the Group’s vision, its mission and core values.

### Objective

The objective of this Code of Ethics is to capture EHL’s Community shared understanding of good conduct standards in written form, help EHL Community & Partners to act in accordance with EHL values and foster the achievement of the Group’s mission.



# ETHICAL PRINCIPLES



## Integrity

**ADHERING TO MORAL AND ETHICAL PRINCIPLES, BEING HONEST**

### Professional Integrity

EHL Community & Partners act in good faith, with integrity, and demonstrate honesty, reliability, impartiality and diligence in their work. They maintain a high level of professional conduct and carry out their activities collaboratively with others without taking unfair advantage of their work or of the assets of EHL. They are driven by their commitment and live up to the trust and confidence that has been placed in them in the performance of their tasks.

### Academic Integrity

Research and teaching are guided by standards of scientific integrity and good scientific practices. Research procedures and scientific findings are systematically documented and reported truthfully, transparently and comprehensibly. EHL Community & Partners engaged in teaching, tutoring, grading and supervising student work or student conduct ensure that all forms of cheating and plagiarism are reported and sanctioned.

EHL Community develop and protect intellectual property in accordance with their employment contract and related regulations. They do not unduly appropriate intellectual property rights that belong to others.



## Diversity, Equity & Inclusion

**AIMING AT ACHIEVING A MORE DIVERSE, EQUITABLE AND INCLUSIVE CULTURE**

People are at the heart of hospitality and represent EHL's strength in all its activities. Diversity, equity and inclusion are essential driving forces to the development and evolution of EHL, the hospitality industry and society in general. Embracing differences, considering different sensitivities, abilities and ways of thinking, and offering various opportunities contribute to growing together. EHL aims at a balanced diversity representation across all levels and ensures a fair, impartial and equal treatment of its members.

Therefore, EHL Community & Partners respect one another and operate in an inclusive environment free from discrimination, intimidation, mobbing (bullying) and sexual harassment.

## Transparency, Honesty & Duty of Care

**PLEDGING TO DEAL TRUTHFULLY AND FAIRLY WITH OTHERS**

EHL embraces a culture of transparency and equal opportunity for constructive engagement. People are clear in their intentions and act in genuine interest with others, and in a caring and safe culture. Therefore, EHL Community & Partners are expected to be honest and fair in all their actions and dealings with students, partners, clients, alumni and colleagues across and up the organization. They systematically avoid any form of fraud, theft, misleading practices or other dishonest behaviors.

## Anti-corruption & Anti-bribery

EHL rejects any form of bribery and corruption - whether active or passive, public or private. EHL Community & Partners are committed to acting professionally, fairly and with integrity in all their activities and dealings wherever they operate.

Any deviation from this principle will not be tolerated. EHL is also committed to implementing and enforcing effective systems via a code of conduct to counter bribery.



## Sustainability & Corporate Social Responsibility

### EMBRACING SUSTAINABILITY

EHL undertakes to pursue the objectives of its Sustainability strategy and to continue its efforts to minimize its impact on the environment and natural resources, to increase social cohesion and to reduce inequalities, to promote sustainable economic advancement.

EHL Community & Partners are committed to advance the EHL Sustainability strategy and to a respectful use and treatment of environmental, economic, and social resources. They act in an exemplary way and attach importance to an eco-friendly, safe and health-promoting work environment. They consider sustainability of their actions and activities as well as their long-term consequences.

Aware of its impact on sustainable development and its societal commitment through its educational mission, EHL attaches

importance to ensuring that all those who wear its colors, and/or collaborate with its Group, act professionally in a responsible manner for future generations and operate ethically in a manner consistent with protection of human rights, elimination of child labor, fight against corruption, prevention and remediation of environmental damage and health risks.

## Responsibility & Accountability

### BEING CAREFUL AND RESPONSIBLE FOR CONDUCTING OUR ACTIVITIES PROPERLY

EHL Community & Partners should be responsible for their actions, take duties and face certain consequences that may arise. They should be trustworthy and answerable for their conduct, decisions and obligations and be accountable for their judgements and actions.

EHL Community & Partners should strive to use the power and authority vested in them as professionals in responsible ways. They must operate with openness and clarity, and communicate the decisions and actions taken by them to all concerned persons.



## Compliance

### CONFORMING TO RULES AND REGULATIONS

EHL Community & Partners follow the rules, respects the relevant professional standards and comply with applicable laws. All are expected to act consistently with the multisite governance of EHL Group, the requirements of the referring international accreditation

agencies and the legal independence of EHL group companies. To that end, EHL Community & Partners are expected to know and understand EHL policies, to comply with them as well as to local applicable requirements in their working environment. EHL Community & Partners will not impose on EHL, whether by contract or otherwise, undue foreign law obligations.

## **Confidentiality & Privacy**

### **PROTECTING EHL'S CONFIDENTIAL AND PRIVATE INFORMATION**

EHL Community & Partners must protect the confidentiality of information acquired or processed as part of their obligations to EHL. Confidential information of students, alumni, clients, third parties or employees must not be disclosed or used for personal advantage, nor for unauthorized purposes by third parties. EHL Community & Partners must follow all applicable legal, contractual and professional standards on the use, disclosure and safeguarding of such information.



## **Data protection**

The improper use or misuse of personal data can cause substantial harm to those concerned. In view of this, EHL attaches great importance to data protection. Within this context, EHL takes appropriate organizational and technical security measures to ensure the protection of personal data. Processing of personal data must respect the applicable standards of protection.

## **Communication**

### **BEING ACTIVE, TRANSPARENT, RESPECTFUL AND OPEN IN OUR COMMUNICATIONS**

Information shared with EHL stakeholders must be clear, precise, relevant and reliable. High-quality, professional communication is key to the EHL image and its positioning. When representing EHL, EHL Community & Partners have a duty to clearly communicate with all stakeholders, including customers, and to use in a professional manner EHL's information and communication tools in compliance with internal guidelines, regulations as well as legal provisions.

EHL Community & Partners communicate respectfully and non-violently and contribute to positive interpersonal relationships. This implies maintaining professional relationships and offering constructive criticism in a solution-oriented manner, in particular on social media networks.



## **Conflict of interest**

### **ALWAYS ACTING IN THE BEST INTERESTS OF EHL GROUP**

Everyone acts free from conflicts of interest in their business activities. All decisions and actions are to be made for the sole purpose of advancing the best interests of the institution and public good.

A conflict of interest exists when an individual's direct or indirect personal interests interfere with the interests of the organization. No one shall use their position, EHL property or confidential information to personal advantage, to influence a decision or to give preferential treatment to any internal or external person and/or company.

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## CONCLUSION

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### **Self-Reflection & Doubts**

Nothing can replace personal integrity and discernment. If you are uncomfortable with a situation or wonder if it meets the EHL Group's ethical principles, you are encouraged to ask yourself the right questions.

### **Violation of the Code**

It is the responsibility of each and every EHL member to ensure that the provisions of this Code are fully observed. In case of breach of the above-mentioned principles, EHL will not remain silent and will act accordingly. This commitment is binding for the EHL Community as well as for its executive and governing bodies. Any non-observance of the code may result in taking appropriate actions aligned with EHL Corporate Social Responsibility.

### **Non-Retaliation**

No retaliatory action of any kind will be permitted against anyone seeking guidance or reporting/inquiring in good faith about potential violations of the EHL Code of Ethics.

False allegations or reports are prohibited and are subject to disciplinary action.

NB: An EHL member engaged in disciplinary action (or other employment consequences) will not be exonerated from the consequences of these actions because he/she has reported a violation of the Code.

### **Implementation**

This code englobes and supplements regulations, directives and existing practices currently in force at EHL.

EHL ensures that this Code will be provided to all internal or external stakeholders as part of their contract or engagement and to those who represent the EHL Group in one way or another.

Should you have any questions, please contact us at [CSR@ehl.ch](mailto:CSR@ehl.ch).