

Title: 文件名:	Whistleblower Policy 匿名举报政策
Policy Owner: 政策所有者:	Office of the General Counsel 法务总监办公室
Contact Information: 联系方式:	Room 2B09 022-25764890, ext. 8851 Sammy.Zhang@tianjinjuilliard.edu.cn 2B09室 022-25764890, 分机 8851 Sammy.Zhang@tianjinjuilliard.edu.cn
Applies to: 适用于:	All employees, volunteers, officers and board members of the Tianjin Juilliard School (“ Tianjin Juilliard ” or “ School ”) 天津茱莉亚学院（以下称“天津茱莉亚”或“学院”全体雇员、志愿者、管理人员及理事会成员
Effective Date: 生效日期:	September 17, 2020 2020年9月17日

In carrying out their responsibilities, Tianjin Juilliard’s board members, officers, employees, and volunteers are required to adhere to the applicable laws and to the highest standards of business practices, as described in the Tianjin Juilliard’s *Standards of Ethical Business Conduct* (“**Standards**”). Early identification of violations of the applicable laws or of these Standards, and their prompt resolution, are critical to Tianjin Juilliard’s commitment to operating in a sound, ethical, and compliant manner.

履行职责时，天津茱莉亚理事会成员、管理人员、雇员及志愿者必须按照天津茱莉亚《商业道德行为标准》（以下称“标准”）所述，遵循适用法律及商业惯例最高标准。尽早发现违反适用法律或相关标准行为，并及时解决，对天津茱莉亚致力于以健康、合乎商业道德，及合规方式运营至关重要。

Although we place great trust in our board members, officers, employees, and volunteers to comply with the applicable laws and the Standards, there are unfortunately occasions when violations occur. Any board member, officer, employee, or volunteer who has direct knowledge of improper, fraudulent or illegal action taken by or within Tianjin Juilliard should report such action to: (i) the Vice President for Administration & General Counsel of Juilliard

School in New York (“Juilliard School”), who may be contacted at OGC@juilliard.edu; or (ii) to Tianjin Juilliard’s Chair of the Board of Directors at jwpolisi@juilliard.edu; or Tianjin Juilliard’s Legal Counsel at Sammy.Zhang@tianjinjuilliard.edu.cn

尽管我们高度信任我们的理事会成员、管理人员、雇员和志愿者将遵循适用法律及标准，但不幸的是，违规情况确有可能发生。任何理事会成员、管理人员、雇员或志愿者应将其直接知晓的，天津茱莉亚内部或其成员的不当、欺诈或违法行为报告至：（i）位于纽约的茱莉亚学院之行政兼法务副总裁（以下称“茱莉亚学院”），邮箱地址为OGC@juilliard.edu；或（ii）天津茱莉亚理事会主席，邮箱地址为jwpolisi@juilliard.edu；或天津茱莉亚法务总监，邮箱地址为Sammy.Zhang@tianjinjuilliard.edu.cn。

Allegations involving sexual misconduct, however, should be reported in accordance with the School’s *Sexual Misconduct Policy* which can be found on the Tianjin Juilliard website.

但是，涉及不端性行为的举报应按照学院《不端性行为政策》进行报告，该《不端性行为政策》可在天津茱莉亚网站找到。

The Chair of the Board of Directors and Legal Counsel of Tianjin Juilliard are responsible for investigating allegations. They shall report the results of any such investigation to Tianjin Juilliard School Board of Directors, through its Chair, as deemed necessary or appropriate. Reasonable efforts will be taken to preserve the confidentiality of the party or parties involved, but disclosure of information may be necessary in order to conduct a proper investigation or to resolve the matter. The Vice President for Administration & General Counsel of Juilliard School, or the Audit Committee of Juilliard School, The Chair is authorized to secure other assistance internally or externally, to conduct an investigation, and to take corrective actions as appropriate.

天津茱莉亚理事会主席及法务总监负责对相关举报进行调查，并应在认为必要或恰当时，通过理事会主席将调查结果报告至天津茱莉亚学院理事会。学院将采取合理措施为涉事方保密，但可能在必要时披露信息，以进行恰当调查或予以解决。茱莉亚学院行政兼法务副总裁、茱莉亚学院审计委员会及主席有权从内部或外部寻求协助以进行调查，并在恰当情况下采取纠正措施。

No retaliatory action – such as intimidation, harassment, discrimination or adverse employment consequence – will be taken against any member of the Tianjin Juilliard community who in good faith reports violations of the applicable laws or of the Standards.

任何天津茱莉亚成员出于善意就违反适用法律或行为标准的行为进行报告的，不得对其采取报复性行为，如恐吓、骚扰、歧视或不利的就业后果等。