

**Title:** Whistleblower Policy

文件名： 投诉政策

**Policy Owner:** Office of the Legal Counsel

政策所有者： 法务总监办公室

**Contact Information:** Room 2B09 The Tianjin Juilliard School

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**Applies to:** All employees, volunteers, officers and board members of the Tianjin Juilliard School (“Tianjin Juilliard” or “School”)

适用于： 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:** August 21, 2020; updated July 23, 2022

生效日期： 2020年8月21日；更新于2022年7月23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.

天津茱莉亚理事会成员、管理人员、雇员及志愿者在履行职责时，须按照《天津茱莉亚商业行为道德标准》（以下称“标准”）所述，遵循适用法律及最高标准的商业惯例。尽早发现违反适用法律或相关标准的行为并及时解决，对天津茱莉亚致力于以健康、合乎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](mailto:OGC@juilliard.edu); or (ii) to Tianjin Juilliard’s Chair of the Board of Directors at [jwpolisi@juilliard.edu](mailto:jwpolisi@juilliard.edu); or Tianjin Juilliard’s Legal Counsel at [sammy.zhang@tianjinjuilliard.edu.cn](mailto: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、雇员或志愿者掌握关于天津茱莉亚或其成

员不当、欺诈或违法行为的直接信息的，应报告至：(i) 纽约茱莉亚学院行政兼法务副院长（以下称“茱莉亚学院”），邮箱地址为[OGC@juilliard.edu](mailto:OGC@juilliard.edu)；或(ii) 天津茱莉亚理事会理事长，邮箱地址为[jwpolisi@juilliard.edu](mailto:jwpolisi@juilliard.edu)；或天津茱莉亚法务总监，邮箱地址为

[Sammy.Zhang@tianjinjuilliard.edu.cn](mailto: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.

但涉及不当性行为的指控应按照学院《不当性行为政策》进行报告，该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.

天津茱莉亚理事会理事长和法务总监负责调查相关指控，在必要或适当情况下，该等调查结果报告应通过理事长向天津茱莉亚学院理事会汇报。学院将采取合理措施为涉事方保密，但为进行适当调查或解决此事件可能进行必要信息披露。茱莉亚学院行政兼法务副院长，或茱莉亚学院审计委员会主席有权从内部或外部寻求协助以进行调查，并采取恰当的纠正措施。

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.

天津茱莉亚成员出于善意举报违反适用法律或标准行为的，不得对其采取如恐吓、骚扰、歧视或不良雇佣后果等的报复性行为。