

STATEMENT OF VALUES AND CODE OF ETHICS

The United States Holocaust Memorial Museum is an independent establishment of the United States government. It is also a public-private partnership. We are accountable to the US government, the American public, and our donors nationwide. We also have a special moral responsibility to the victims of the Holocaust whose memory we honor.

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Serving the Museum is a privilege and those who work on its behalf have a responsibility to ensure that their activities always support the Museum's mission and values and avoid conduct that would compromise the integrity, reputation or work of the Museum or public confidence in the Museum. We must have a shared commitment to core values and we insist on compliance with the highest ethical and professional standards in all of our activities.

This Statement of Values and Code of Ethics provides guidance for the application of these principles in pursuit of the Museum's mission.

MUSEUM ROLE AND VALUES

The Museum is America's national memorial to the victims of the Holocaust, and we are an educational institution devoted to teaching and learning about the Holocaust and genocide prevention. Fulfilling our educational mission requires maintaining public trust and transcending political and cultural divides.

The institution's values stem from these roles. In everything we do, we:

- Honor the memory of the victims of the Holocaust;
- Conduct our work with dignity, humility, integrity and respect for others; and
- Strive for excellence through teamwork, rigor and a culture of continuous learning.

Consistent respect for others is the foundation for trust, collegiality and inclusion. Our interactions with each other, the people we serve, our donors, our program partners, and our business associates should reflect standards that are as high as those we aspire to in the programs we deliver.

GUIDING PRINCIPLES

To reinforce the Museum's foundation of integrity and responsibility, the Council has created this Statement of Values and Code of Ethics and the following guidelines with which all those serving the Museum are expected to adhere:

The Museum Adheres to the Highest Standards of Ethical Conduct.

The Museum is committed to adhering to the highest standards of ethical conduct in pursuit of its mission. All individuals who have been entrusted to act on behalf of the Museum — Council and committee members, staff, volunteers, fellows, interns, research associates, and affiliated individuals — are expected to conduct their activities according to the highest ethical and professional standards, with integrity and accountability, and in the best interest of the Museum. They must take care that their actions will not adversely impact the integrity of, or the public's confidence in, the Museum, its work, or its mission.

The Museum Aspires to Maximum Transparency.

The Museum seeks openness, accessibility, and robust communication. All Museum stakeholders should have access to appropriate and accurate information. Open and reliable communication between the Council, management, and other stakeholders will support informed decision-making.

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Museum Operations and Activities Reflect Our Status as a non-partisan Independent Establishment of the United States Government, Operating as a Public-Private Partnership Administered on Behalf of the American People.

The Museum is guided by the principles applicable to agencies of the Federal Government of the United States in the conduct of its activities whenever appropriate. The Museum is also guided by principles and best practices applicable to nonprofit cultural and educational organizations.

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COMPLIANCE WITH THE LAW AND WITH MUSEUM POLICIES AND PROCEDURES

All Museum activities are conducted in compliance with all applicable laws, rules, and regulations and in accordance with established Museum policies, directives, and procedures. Members of the Museum community are expected to be familiar and to comply with the rules that apply to their areas of responsibility.

CONFLICTS OF INTEREST

All members of the Museum community have a duty to act in the best interest of the Museum at all times. Any use of Museum affiliation in furtherance of personal interest or for private gain will not be tolerated. Both apparent and actual conflicts of interest must be avoided. Potential conflicts of interest must be disclosed and managed in accordance with established policies and procedures.

GOVERNANCE

The United States Holocaust Memorial Council is the governing body for the Museum and has the ultimate authority and fiduciary responsibility for overseeing the Museum and ensuring that Museum resources, programs, and activities support the Museum mission. The Council is responsible for overall governance of the Museum, providing general policy guidance and approving the strategic direction of the Museum. Council members are expected to understand their governance responsibilities and to devote the time and attention necessary to fulfill them. The Council is responsible for compliance with legal and ethical requirements. The Council confirms the appointment of the Museum Director, who is by statute the chief executive officer of the Museum.

POLICIES AND PRACTICES

Policies and practices intended to ensure compliance with our principles and consistency with professional standards and best practices are established, clearly articulated, disseminated, kept current, and consistently applied.

RESPONSIBLE STEWARDSHIP

The Museum seeks to ensure that its resources, including financial assets, collections, facilities and other physical property, intellectual property, and human resources, are managed prudently and responsibly in support of the Museum mission and the public trust. Records are maintained to support reliable financial reporting and to ensure accountability and appropriate control of the Museum's physical and financial assets.

INCLUSIVENESS AND DIVERSITY

The Museum is committed to a diverse workforce and to serving a diverse public audience.

COLLECTIONS

The Museum collects, maintains, preserves, studies, exhibits, and interprets collections of documents, artifacts, images, archival and library materials, and audiovisual and digital media related to the Holocaust. The Museum holds these collections on behalf of the American people. Stewardship of Museum collections is a public trust and carries with it the responsibility to hold, manage and use the collections for the benefit of the public. Deaccessioning of items in the collections can only occur in compliance with policies adopted by the Council, and proceeds from deaccessioning will only be used for the acquisition of additional collections.

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EXHIBITIONS, EDUCATION, AND PUBLIC PROGRAMS

The Museum engages in exhibitions and educational and public programs related to the Holocaust and actual or potential acts of genocide. The Museum conducts these activities in accordance with professional standards and practices and always seeks to ensure accuracy and intellectual integrity. The Museum retains control over the contents of its exhibitions and educational and public programs.

RESEARCH

To carry out its mission the Museum engages in original research regarding the Holocaust and current genocidal or near genocidal events. The Museum conducts these activities in accordance with professional standards and practices, seeking at all times to ensure that accuracy and intellectual integrity are the foundation for all research produced in its name or under its auspices. Publication of research results is subject to appropriate peer review. The product of research conducted by Museum staff and contractors in the course of their work for the Museum belongs to the Museum.

OUTSIDE FINANCIAL SUPPORT

The Museum seeks and relies on donations, grants, and contracts to provide vital funding to achieve its mission. Funding may be received from individuals, foundations, corporations, and grant-making organizations. The Museum adheres to professional standards and best practices in seeking and accepting support to ensure that fund-raising activities support the Museum's mission and strategic plan, avoid any real or apparent conflicts of interest, and protect the Museum's reputation, integrity, and independence, while treating funders with respect and establishing relationships characterized by forthrightness and honesty. We respect the interests and privacy concerns of our funders, and maintain confidentiality as appropriate and legally permissible. We provide responsible stewardship and recognition of contributions and ensure that they are used in accordance with the agreed terms and conditions.

REVENUE-GENERATING ACTIVITIES

The Museum engages in some revenue-generating activities, such as the shop and café, that create unrestricted financial resources to support its mission. Museum revenue-generating activities must be consistent with the Museum's mission and status as an Independent Establishment of the United States government and as a tax-exempt organization.

TRANSPARENCY AND DISCLOSURE

The Museum provides accurate and comprehensive information about its finances, operations, and activities to the public, Congress, and other stakeholders and responds in a timely manner to reasonable requests for information. We engage in open and reliable communication between and among the Council, management, and other stakeholders to support informed decision-making.

Museum information is disclosed in accordance with established policies and procedures. Members of the Museum community who have access to information that may be considered confidential, private, or proprietary are expected to comply with Museum policies pertaining to access, use, protection, and disclosure of such information.

APPLICABILITY AND IMPLEMENTATION

This Statement of Values and Code of Ethics applies to all members of the Museum’s community, which includes Council and committee members, staff, volunteers, fellows, interns, research associates, affiliated individuals, and others who have been entrusted to act on behalf of or in the name of the Museum. While the Council retains the ultimate responsibility for overseeing compliance with this Statement of Values and Code of Ethics, each individual member of the Museum community to whom it applies has a personal responsibility to be familiar and comply with this Statement and Code.

Adopted by Resolution of the United States Holocaust Memorial Council on December 12, 2018.

In Witness Whereof, I have affixed my name as Secretary of the Council on this 12th day of December 2018.



Jessica Viggiano, Secretary