

## **POLICY F: CONFLICT OF INTEREST**

*Provisionally Adopted May 25, 2010; Adopted May 16, 2019*

**1. Members of the Executive Team are expected to avoid conflicts of interest, defined as any situation where an employee may attain personal gain or which may serve as a detriment to the Employer, either monetarily or to its public image, because of the use of information or personal contact which is not generally available except through employment with the Employer.**

**2. Members of the Executive Team shall not engage in any business or transaction, and shall not have a financial or other personal interest, which is incompatible with their employment duties or which would impair their judgment or actions in the performance of their duties for the Employer.**

*Interpretation.* This policy provides its own interpretation in the definition stated in the paragraph we have numbered (1). The Executive Team warrants agreement with this definition, understanding it to apply both to relationships that give rise to a conflict of interest as well as to specific actions that constitute a conflict of interest.

*Monitoring.* Members of the Executive Team must certify annually that they are not at that time, nor have they been in the period since the previous report, engaged in any form of conflict of interest. Should a situation arise where a member of the Executive Team stands to derive personal gain incompatible with their position or that may potentially or actually does result in detriment to First Unitarian, that member of the Executive Team shall immediately inform the Board.

We report **COMPLIANCE**

**EVIDENCE:** Both Rev. Amy Shaw and DFA Charles Lewis certify that neither is at this time, nor at any time in the last year engaged in any form of conflict of interest.