



CHADD CONFLICT OF INTEREST POLICY

I. STATEMENT OF POLICY

- A. No officer, Board member or Professional Advisory Board member shall allow his or her personal, financial, business or other concerns of an organizational decision-maker to influence any organizational decision in a manner not related to the organization's best interests.
- B. No officer, Board member or Professional Advisory Board member shall use his or her position, or the knowledge gained therefrom, in such a manner that a conflict between the interest of the organization or any of its affiliates and his/or her personal interests arises.
- C. No officer, Board member or Professional Advisory Board member shall act in a manner in which his or her actions give the appearance of exercising inappropriate influence for the purpose of advancing his or her own personal interests or financial, business or personal gain.
- D. No officer, Board member or Professional Advisory Board member may obtain for themselves, their relatives, or their friends a material interest of any kind from their association with an organization.
- E. If an officer, Board member or Professional Advisory Board member has an interest in a proposed transaction with the organization in the form of a significant personal financial interest in the transaction or in any organization involved in the transaction, or holds a position as a trustee, director or officer in any such organization, he or she must make full disclosure of such interest before any discussion or negotiation of such transaction.
- F. Any officer, Board member or Professional Advisory Board member who is aware of a potential conflict of interest with respect to any matter coming before the Board or committee shall recuse himself or herself from voting on such matters and, as appropriate, refrain from participation in relevant portion of the meeting.
- G. At all times officers, Board members and Professional Advisory Board members shall take steps to avoid even the appearance of a conflict of interest.

II. DISCLOSURE AND OVERSIGHT

- A. Officers, Board members and Professional Advisory Board members of the organization will submit annually a disclosure form and, if not previously disclosed, will make disclosure of actual or potential conflicts of interest before any relevant Board or committee action.
- B. These reports will be reviewed by the Executive Committee, which will attempt to resolve any actual or potential conflict(s) and, in the absence of such resolution, refer the matter to the Board of Directors.