



CONFLICTS OF INTEREST POLICY

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A. Purpose

It is the goal of There With Care to maintain and enforce standards for legal and ethical conduct in its business practices. Employees, Directors and Officers must avoid any conflict or appearance of conflict between their interests and those of There With Care so as to avoid compromising the honesty, integrity and reputation of the organization.

B. Examples

Some examples of conflicts of interest are listed below. These examples are for illustration only and are not intended to be a complete description of possible conflicts that may trigger enforcement. Any question about what constitutes a conflict of interest should be promptly presented to the Executive Director or the Board of Directors.

- Serving as a Board Director, Officer or Employee of a competing organization.
- Employment outside There With Care in a manner which would affect the individual's objectivity in carrying out his or her There With Care responsibilities or where the outside employment would conflict with scheduled hours, including overtime, or the timely performance of There With Care assignments.
- Holding a financial interest in a competing organization.
- Personally directly and materially profiting from any organization that does, or is seeking to do, business with There With Care.
- Using There With Care time, materials, information or other assets in connection with outside employment or activities.

There With Care does not prohibit the acceptance of modest courtesies or nominal gifts, openly given and accepted, where such a courtesy or gift does not appear to be made for the purpose of influencing a There With Care decision, and is disclosed to the Executive Director.

C. Enforcement

Officers, Directors and Employees must use good judgment and business ethics to govern their behavior and are responsible for timely reporting of any potential, suspected or actual conflict to the Executive Director or to any member of the Board of Directors. Directors must refrain from voting on any matter when there is a conflict of interest. Potential conflicts of interest may be investigated by the Executive Director or the appointed members of the Board of Directors.



Conflicts not voluntarily and timely reported and resolved may result in disciplinary action up to and including removal from the position held in the organization and from the Board of Directors.