

UNA Conflict of Interest and Ethics Statement

As an employee or board member of UNA, I understand that I have an obligation to the organization I serve, to the general public, and to myself to maintain the highest standards of ethical conduct. I will not commit acts contrary to these standards nor will I condone the commission of such acts by others within UNA. I understand that I have a responsibility to:

Confidentiality

I will keep confidential information confidential unless legally obligated to do otherwise.

I will refrain from using or appearing to use confidential information acquired in the course of my service for unethical or illegal advantage either personally or through third parties.

Conflict Of Interest

I will avoid direct or indirect, actual or apparent, conflicts of interest and *advise all appropriate parties of any potential conflict*. Such conflicts might occur if: My personal business or my friend or relative provides goods or services to UNA for consideration; or a vendor or business acquaintance with whom I have an outside business relationship provides goods or services to UNA for consideration.

I will refrain from engaging in any activity that would prejudice my ability or the ability of others to carry out duties ethically.

I will refuse any gift, favor, or hospitality that would influence or would appear to influence my actions or the actions of others, e.g. a referral fee or preferential discount, gift, or other valuable consideration from a vendor, paid promoter, fund-raising event sponsor, or any other outside party, for referring UNA business to such party.

If I am requested by UNA to perform a service, or provide a product for the organization, competitive bids will be sought and/or comparable valuation determined. I will recuse myself from any board vote from which I could potentially benefit. If the contract is awarded, the board member will be paid accordingly for the service or product.

Integrity

I will perform my duties in accordance with relevant laws, regulations, organizational policies and standards; and I will permit a criminal background check if one is required by UNA policy.

I will refrain from either actively or passively subverting the attainment of UNA's legitimate and ethical objectives.

I will refrain from engaging in or supporting any activity that would discredit UNA.

I will represent the interests of all people and agencies served by this organization and not favor special interests inside or outside the organization.

I _____, attest and agree to be bound by the foregoing standards. I have not been party to an unethical or conflicting action that has not been previously disclosed. I also agree to report any potential future conflicts of interest or observed unethical activity of which I have become aware to the appropriate parties. I do not currently have pending against me any criminal proceedings, nor have I been placed under arrest for or been convicted of a criminal offense within the past year.

Signature

Date