

**La Sierra University  
Riverside, California**

**Conflict of Interest Declaration  
Statement of Acceptance**

1. I am in full compliance with Conflict of Interest Policy of La Sierra University as printed on the reverse side of this instrument, and have been in compliance at all times during the last twelve months except as to specific exclusions attached hereto and incorporated herein by reference.
2. I have had no financial interest or business relationship which competes with or conflicts with the interest of La Sierra University.
3. I have had no financial interest in; been an employee, officer, director, or trustee of; or received financial benefits either directly or indirectly from any enterprise (excluding less than ten percent (10%) ownership in any entity with publicly traded securities), which is or has been doing business with or a competitor of La Sierra University.
4. I have received no substantial payments or gifts (other than a token value) from suppliers or agencies doing business with La Sierra University.
5. I have not served as an officer, director, trustee, or agent of any organization affiliated with or subsidiary to La Sierra University in any decision-making process involving financial or legal interests adverse to La Sierra University.

THIS DECLARATION applies, to the best of my knowledge, to all members of my immediate family (spouse, children, parents) and its provisions shall protect any organization affiliate with or subsidiary to La Sierra University. In the event facts change in the future that may create a potential conflict of interest, I agree to notify La Sierra University in writing.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Title

## **LA SIERRA UNIVERSITY**

### **Conflict of Interest Policy**

- I. *Individuals Included*—All trustees, vice presidents, deans of the schools, administrative and academic unit heads, and persons employed by the university in development areas have a duty to be free from the influence of any conflicting interest when they represent the university in negotiations or make representations with respect to dealings with third parties, and they are expected to deal with all persons doing business with the university on a basis that is for the best interest of the university without favor or preference to third parties or personal considerations.
  
- II. *Definition of Conflict*— A conflict of interest arises when a person listed in 1. above has such a substantial personal interest in a transaction or in a part to a transaction that it reasonably might affect the judgment he or she exercises on behalf of the university. He or she is to consider only the interests of the university, always avoid sharp practices, and faithfully follow the established policies of the university.
  
- III. *Conditions Constituting Conflict*—Although it is not feasible in a policy statement to describe all the circumstances and conditions that might have the potentiality of being considered as conflicts of interest, the following situations are considered to have the potentiality of being in conflict and therefore are to be avoided:
  - A. Engaging in outside business or employment that permits encroachment on the university's call for the full services of its employees even though there may not be any other conflict.
  - B. Engaging in business with or employment by an employer that is any way competitive or in conflict with any transaction, activity, or objective of the university.
  - C. Engaging in any business with or employment by an employer who is a supplier of goods or services to the university.
  - D. Making use of the fact of employment by the university to further outside business or employment, or associating the university or its prestige with an outside business or employment.
  - E. Owning or leasing any property with knowledge that the university has an active or potential interest therein.
  - F. Lending money to or borrowing money from any third person who is a supplier of goods or services or a trustor or who is in any fiduciary relationship to the university or is otherwise regularly involved in business transactions with the university.
  - G. Accepting any gratuity, favor, benefit, or gift of greater than nominal value beyond the common courtesies usually associated with accepted business practice, or of any commission or payment of any sort in connection with work for the university other than the compensation agreed upon between the university and the employee.
  - H. Making use of or disseminating including by electronic means, any confidential information acquired through employment by the university for personal profit or advantage, directly or indirectly.
  - I. Serving on a committee or board of an institution or organization deemed by the Board of Trustees to be a competitor of the university.
  
- IV. *Statement of Acceptance*—The president of the university shall annually present a statement of acceptance of the policy on conflict of interest to the persons listed in 1. above, and such statements shall be signed and made available to the responsible auditors.