



Policy 01:030 – Conflict of Interests

University employees must maintain the highest levels of integrity and objectivity in the performance of their duties. This policy provides guidance in maintaining these qualities in situations that may involve a conflict of interests.

An employee's financial interest includes the interest of the employee's spouse (whether or not they commingle assets) and the interest of the employee's dependent children (including step-, and foster children). An employee's financial interest may also include the interest of non-dependent children and parents.

The University expects employees to know and follow applicable provisions of the Alabama Ethics Act. Failure to comply with this Act can result in civil and/or criminal penalties, in addition to disciplinary action, including termination. The University also expects employees to take all reasonable precautions to ensure that their outside financial interests do not place them in conflict with carrying out their duties and responsibilities as University employees. Generally, a conflict of interests exists when an employee:

- Allows outside financial interests to interfere with or compromise judgment and objectivity with respect to duties and responsibilities to the University;
- Makes University decisions or uses University resources in a manner that results in or is expected to result in:
 - Personal financial gain for the employee, family members, or any business with which the employee or a family member is associated, unless such use and gain are specifically authorized by law; or
 - An unfair advantage to, or favored treatment for, a third party outside the University.

When such conflict arises, disclosure and resolution of conflict of interests and commitment must be made in writing through appropriate administrative channels.

Approved 2/99

