



## WASHINGTON TEACHERS' ASSOCIATION

### Conflict of Interest Policy

**Approved and made effective 11/03/2009 by Executive Board**

The following provisions are incorporated into the Standing Rules between the Washington Teachers' Association ("Association") and the Executive Board of Directors and are included as conditions of employment of staff.

No member of the Executive Board or staff shall:

- 1) Have any interest, financial or otherwise, directly or by family members in, or engage in, any business or financial transaction or professional activity, or incur any obligation of any nature which is in conflict with the proper discharge of his/her duties of the Association.
- 2) Make any personal investments or serve as an officer of any enterprise which s/he knows, or could reasonably expect to know, may be affected by decisions in which the member/employee is involved; no member/employee shall make personal investments or serve in any position that may create substantial conflict between the duty to serve the interest of the Association and the member/employee's private interest.
- 3) Engage in any transaction with any business entity or organization in which s/he has a direct or indirect interest.
- 4) Directly or indirectly sell goods or services to the Association other than those services that have been approved by the Executive Board.
- 5) Accept any position which will impair his/her independence of judgment in the exercise of his/her official duties.
- 6) Disclose or otherwise use confidential information gained by reason of his/her Association position to further his/her personal interest.
- 7) Receive directly or indirectly compensation or anything of a value greater than \$30.00 (including but not limited to gifts) from a firm, corporation, individual, or any other source which sells goods or services to the Association.
- 8) Become a candidate for public office without the approval of the Executive Board.
- 9) Take positions on political candidates or issues in any public forum that can reasonably be expected to be attributed to the members of the Association, or the Association itself, unless the position is entirely consistent with a position formally adopted by the Association.
- 10) Neglect to make an annual disclosure in writing concerning any possible conflict-of-interest.

Allegations shall be signed in writing by the individual(s) who is/are claiming violations to this policy. It shall specifically set forth the claimed violation(s). The Board of Directors (not including anyone involved in the allegation) shall conduct an appropriate investigation and take remedial action.

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I confirm that I have read and that I am familiar with the Washington Teachers' Association's Conflict of Interest Policy. I am aware that it is my responsibility to disclose to the Executive Board in writing, a full description of any current or contemplated activity, interest or relationship on my part or any immediate family member which might create or appear to create a conflict of interest under the terms and provisions of said policy. I understand that it is my responsibility to notify the Executive Board throughout the year prior to my engaging in such activity, interest or relationship.

I understand that if I have any doubts concerning the applicability of the policy to any activity, disclosure of the activity is required.

To the best of my knowledge, neither I nor any member of my immediate family are now engaged in any activity, interest or relationship which would create or appear to create a conflict of interest und the terms and provisions of said policy, except the following: (Please describe in detail any facts giving rise to any actual or apparent conflicts of interest. Attach additional sheets, if necessary. If none, insert the word "none.").

	Comments: _____
Name	_____
	_____
Position or Title (i.e. Officer, staff, etc.)	_____
	_____
Signature	_____
	_____
Date	_____