

DECLARATION CONCERNING
CONFLICT OF INTEREST
Insert Name of School

Insert the School Year

THE UNDERSIGNED, a school board member of the, Insert name of school board hereby declares as follows:

In accordance with the North American Division "Conflict of Interest" Policy (E 85), as printed on the reverse side of this instrument, and have been in compliance at all times during the past twelve months except as to specific exclusions attached hereto and incorporated herein by reference.

1. I have no financial interest or business relationship which competes with or conflicts with the interest of said organization.
2. I have 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 said organization, except as to specific exclusions attached hereto and incorporated herein by reference.
3. I have received no substantial payments or gifts (other than a token value) from suppliers or agencies doing business with said organization.
4. I have refrained from voting on any action in which the governing board proposes to vote on any action in which I may have a potential conflict of interest. In any transaction in which it is proposed that a director shall be a party or in which any potential conflict of interest could arise, the directors shall be prepared to sustain the burden of proving the matters described in the California Corporations Codes in Section 5233, (d) (2) which are stated to be that:
 - a. The corporation entered into the transaction for its own benefit;
 - b. The transaction was fair and reasonable as to the corporation at the time the corporation entered into the transaction;
 - c. Prior to consummating the transaction or any part thereof the board authorized or approved the transaction in good faith by a vote of a majority of the directors then in office without counting the vote of the interested director or directors, and with knowledge of the material facts concerning the transaction and the director's interest in the transaction. Any other provision of this part notwithstanding, no action by a committee of the board shall satisfy this paragraph; and
 - d. Prior to authorizing or approving the transaction the board considered and in good faith determined after reasonable investigation under the circumstances that the corporation could not have obtained a more advantageous arrangement with reasonable effort under the circumstances or the corporation in fact could not have obtained a more advantageous arrangement with reasonable effort under the circumstances.

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 affiliated with or subsidiary to the Insert Name of School. In the event facts change in the future that may create a potential conflict of interest, I agree to notify the Chairman of the Board in writing IMMEDIATELY.

DATE

POSITION

SIGNATURE

PRINT NAME

NORTH AMERICAN DIVISION WORKING POLICY

S 47 Conflict of Interest

S 47 Statement of Policy

1. Individuals Included - All trustees, officers, and employees of denominational organizations have a duty to be free from the influence of any conflicting interest when they represent the organization 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 organization on a basis that is for the best interest of the organization without favor or preference to third parties or personal considerations.
2. Definition of Conflict
 - a. A conflict of interest arises when a trustee, an officer, or an employee of the organization has such a substantial personal interest in a transaction or in a party to a transaction that it reasonably might affect the judgment he/she exercises on behalf of the organization. He/she is to consider only the interests of the organization, always avoid sharp practices, and faithfully follow the established policies of the organization.
 - b. Because of the common objectives embraced by the various organizational units and institutions of the Seventh-day Adventist Church, membership held concurrently on more than one denominational committee or board, does not of itself constitute a conflict of interest provided that all the other requirements of the policy are met.
3. 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 denominational organization's call for the full services of its employees even though there may not be any other conflict.
 - b. Engaging in any business with or employment by an employer that is any way competitive or in conflict with any transaction, activity, or objective of the organization.
 - c. Engaging in any business with or employment by a nondenominational employer who is a supplier of goods or services to the denominational organization.
 - d. Making use of the fact of employment by the denominational organization to further outside business or employment, or associating the denominational organization or its prestige with an outside business or employment.
 - e. Owning or leasing any property with knowledge that the denominational organization 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 denominational organization or is otherwise regularly involved in business transactions with the denominational organization.
 - 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 denominational organization other than the compensation agreed upon between the denominational organization and the employee.
 - h. Making use of or disseminating, including by electronic means, any confidential information acquired through employment by the denominational organization for personal profit or advantage, directly or indirectly.
4. Statement of Acceptance - The chief administrative officer of the organization concerned shall present a statement of acceptance of the policy on conflict of interest to denominational administrators and department directors and to each member of the boards of trustees and all employees of denominational associations and institutional corporations having responsibility in connection with the handling of trustee funds, and such statements shall be signed and made available to the responsible auditors. The board of trustees of such organizations shall be apprised annually by denominational auditors of inherent exposures to denominational assets.

Signature

Date