



Conflict of Interest Policy

The purpose of this Conflict of Interest Policy is to protect the interests of the SAN LUIS OBISPO CHAMBER OF COMMERCE. Each Officer, Board Member, committee/council member and staff member shall act in the best interest of the organization and disclose any conflicts of interest.

A conflict of interest exists when officers, board members, committee/council members or staff has a direct or indirect business, professional or personal situation or relationship that may influence or be perceived to influence the judgment or action of the officer, board member, committee/council member or staff when serving the SAN LUIS OBISPO CHAMBER OF COMMERCE. Such conflicts of interest include, but are not limited to: personal and professional affiliations and business dealings. All real or perceived conflicts of interest will be disclosed to the appropriate level of authority necessary for consideration, resolution and direction (in the case of staff members, the President/CEO, who shall in turn advise the Board of Directors of the conflict of interest, and in the case of the President/CEO, officers, board members, and committee members, the Board of Directors). Officers, board members, committee/council members and staff will be required to annually sign a conflict of interest form.

Any possible conflict of interest on the part of a director shall be disclosed to the Board of Directors. When any such interest becomes a matter of Board action, such director shall not vote or use personal influence on the matter, and shall not be counted in the quorum for a motion by which Board action is taken on the interest. The director may, however, briefly state a position on the matter, and answer pertinent questions of other board members. The minutes of all actions taken on such matters shall clearly reflect that these requirements have been met.

In addition to the forgoing, in a case where a director, a member of the director's immediate family or an individual living in the same household as the director are to be contracted by the San Luis Obispo Chamber of Commerce for any purpose, and the Board of Directors has not previously specifically approved such contracting, the President/CEO, prior to entering any such contract, shall notify the Executive Committee and seek their counsel. Such notice shall be made with enough time for meaningful discussion by the Executive Committee to occur before such contracting. The Board of Directors shall be notified of any such contracting at the next meeting of the Board of Directors immediately following notification of the Executive Committee.

Conflict of Interest Form

I have read and understand the Conflict of Interest Policy, and understand that it is my obligation to act in a manner that promotes the best interest of the SAN LUIS OBISPO CHAMBER OF COMMERCE and to avoid conflicts of interest when making decisions and taking actions on behalf of SAN LUIS OBISPO CHAMBER OF COMMERCE.

I agree to disclose to the proper level of authority any real or perceived conflicts of interest that may arise during the course of my tenure with the SAN LUIS OBISPO CHAMBER OF COMMERCE. Additionally, I agree to abide by the direction and decision rendered by the SAN LUIS OBISPO CHAMBER OF COMMERCE.

Name (print) _____

Signature _____

Date _____

Position _____