Student Senate of the State University of New York at Delhi

CONFLICT OF INTEREST POLICY

As a Executive Board Member/Employee/Director (hereinafter “Representative”) of the Student Senate of the State University of New York at Delhi (hereinafter “Student Senate”), I have an obligation to the organization I serve, to the general public, and to myself to maintain the highest standards of ethical conduct. I will not commit acts contrary to these standards nor will I condone the commission of such acts by others within Student Senate. I have a responsibility to:

INFORMATION AND RECORDS

- Keep confidential information confidential unless legally obligated to do otherwise.
- Refrain from using, or appearing to use, confidential information acquired in the course of my service for unethical or illegal advantages either personally or through third parties.
- Preserve the integrity, completeness and accuracy of all financial and other information and records of Student Senate.
- Cooperate fully and honestly in audits authorized by the Board or otherwise required by law.

CONFLICT OF INTEREST

- Avoid direct or indirect, actual or apparent, conflicts of interest and advise all appropriate parties of any potential conflict, e.g.:
  - Providing goods or services to Student Senate for consideration;
  - A friend or relative provides goods or services to Student Senate;
  - A vendor or business acquaintance with which a Representative of Student Senate has an outside business relationship provides goods or services to Student Senate for consideration.
- Refrain from engaging in any activity that would prejudice my ability or that of others to carry out duties ethically.
- Refuse any gift, favor, or hospitality that would influence or would appear to influence my actions or the actions of others, e.g. receiving a referral fee or preferential discount, gift, or other valuable consideration from a vendor, paid promoter, fund-raising event sponsor, or any other outside party, for referring Student Senate business to such party.
- Abstain from voting on any matter for which my vote may be perceived as influenced by a conflict of interest or unduly affected by relationships with the persons, organizations or businesses affected by the vote.
- Refrain from utilizing any asset or resource of Student Senate in pursuit of personal financial gain.
- Refrain from utilizing my affiliation with Student Senate in any manner that could jeopardize Student Senate’s not-for-profit status.
- Seek input from the President of the Board, the Executive Committee and/or Director of Student Activities or the Vice President of Student Life if at any time it is unclear as to whether a particular issue should be considered to be a conflict.
INTEGRITY

- Refrain from violating any criminal or civil law or regulation.
- Refrain from either actively or passively subverting the attainment of Student Senate's legitimate and ethical objectives.
- Perform my duties in accordance with relevant laws, regulations, Student Senate policies and standards.
- Represent the interests of all clients served and not favor special interests inside or outside Student Senate.

I have read, understand and will abide by the Conflict of Interest Policy detailed above.

Signature: [Signature]

Date: 9/24/14

[Signatures and dates of other individuals]