

CODE OF CONDUCT AND CONFLICT OF INTEREST POLICY

The Code of Conduct and Conflict of Interest Policy provides guidelines for identifying and disclosing conflicts of interest and includes procedures to be followed should conflicts of interest, or situations that may result in the appearance of a conflict of interest, arise.

All members are subject to this policy at all times while acting in the capacity of a South Dakota Advisory Panel for Children with Disabilities (SDAPCD) Member. Compliance with this Policy does not excuse or relieve any person from any obligation imposed by any applicable city, state or federal laws or regulations. To the extent that there is any conflict between this Policy with any applicable city, state or federal law or regulation, the city, state or federal law or regulation shall prevail over this Policy.

If it is determined that an SDAPCD Member has failed to comply with this policy, the issue will be referred to Executive Committee

Members of the Advisory Panel:

1. Shall conduct the business affairs of organization in good faith and with honesty and integrity.
2. Shall abide in all respects to all SDAPCD bylaws.
3. Shall not accept or solicit for personal gain, any benefit that may reasonably be inferred to tend to influence the SDAPCD Member to act improperly in the discharge of his/her official duties or official authority or that gives the appearance of being influenced.
4. Shall not use his or her position to secure official information about any person or entity for any purpose other than the performance of official responsibilities.
5. Shall not knowingly perform or refuse to perform any act in order to deliberately thwart the execution of the policies, rules or regulations of the SDAPCD.
6. Shall not personally provide services for compensation, directly or indirectly, to a person or organization who is requesting an approval, investigation, or determination from the SDAPCD.
7. Shall not use for their personal benefit and shall not disclose, except as may be required by law, confidential information gained in the course of or by reason of their positions. This provision shall not prohibit the disclosure of such information to incumbent public officials or employees to whose duties such information may be pertinent.
8. Shall acknowledge in writing receipt, review and understanding of this policy.
9. Any SDAPCD Member with a conflict of interest or appearance of a conflict of interest shall not be involved in any decision or official action.

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ACKNOWLEDGMENT

I acknowledge that I have received, reviewed and understand the foregoing Code of Conduct and Conflict of Interest Policy, I agree to comply with the Policy.

_____ (Signature)

_____ (Print Name)

_____ (Date)