



## Area Agency on Aging of Pasco-Pinellas, Inc. Conflict-of-Interest Policy 2023

The standard of behavior at the Area Agency on Aging of Pasco-Pinellas, Inc. is that all **staff, board members, and advisory council members** avoid any conflict of interest between the interests of the Area Agency on Aging of Pasco-Pinellas, Inc., on one hand, and personal, familial, professional, and business interests on the other. This includes avoiding *actual* conflicts of interest as well as *perceived* conflicts of interest.

The purposes of this policy are to protect the integrity of our organization's decision-making processes, to enable our clients, providers, and other partners to have confidence in our integrity, and to protect the integrity and reputation of our staff, board of directors, and advisory council.

Upon or before election, hiring or appointment, I will make a full, written disclosure of interests, relationships and holdings that could potentially result in a conflict of interest. This written disclosure (see attached) will be kept on file, and I will update it annually.

In the course of meetings or activities, I will disclose any interests in a transaction or decision where I (including my business or other nonprofit affiliation, family and/or my significant other, employer or close associates) may, will or could appear to receive a benefit or gain. After disclosure, I understand that I will not be involved in discussion nor permitted to vote on the question (if I am a Board Member or Advisory Council Member).

I understand this policy is meant to be a supplement to good judgment, and I will respect its spirit as well as its wording.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

