

PREVENT CHILD ABUSE NORTH CAROLINA
CONFLICT OF INTEREST POLICY

Prevent Child Abuse, North Carolina Inc. (PCANC) expects the primary interest of all of its officers, directors and employees to be providing child abuse prevention services. PCANC strives to avoid both actual and perceived conflicts of interest, and has adopted the following policies to ensure that such conflicts do not exist. Please review the following, and execute below, signifying your agreement to abide by such policies, as well as any other rules and regulations which are hereafter adopted relating to conflicts of interest.

A conflict of interest occurs when the gain and interests of an officer, director, employee, or other person, organization or third party results in actual or potential adverse impact on PCA and its duties and operations. In order to avoid conflicts of interest, PCANC requires the following:

A. Officers and Directors:

- are not to accept gifts, gratuities, free trips, personal property or any other item of value from any other outside person or organization as an inducement to do business or provide services as a result of their association or affiliation with PCANC;
- shall disclose to the President/CEO or Chair of PCANC any possible conflict of interest or situation which may become a conflict of interest, and shall avoid any such transaction or situation deemed by the President/CEO or Chair to be a conflict of interest; and,
- with respect to directors, when a conflict of interest is relevant to a matter requiring action by the Board of Directors, the interested person(s) shall call it to the attention of the Board Chair and said person(s) shall abstain from voting on the matter. In addition, the person(s) shall not participate in the final deliberation or decision regarding the matter under consideration and shall retire from the room during the vote of the Board of Directors, unless such director's presence is necessary to maintain a quorum. When there is a doubt as to whether a conflict exists, the matter shall be resolved by vote of the Board, excluding the person(s) concerning whose attention the doubt has arisen. The official minutes of the Board of Directors shall reflect that the conflict of interest was disclosed and the interested person(s) was (were) not present (or was/were present only to maintain a quorum) during the final discussion or vote and did not vote on the matter.

B. Employees:

- are not to accept gifts, gratuities, free trips, personal property or any other item of value from any other outside person or organization as an inducement to do business or provide services as a result of their association or affiliation with PCANC; shall disclose to the President/CEO or Chair of PCANC any possible conflict of interest or situation which may become a conflict of interest, and shall avoid any such transaction or situation deemed by the President/CEO or Chair to be a conflict of interest; and, are allowed to maintain outside business interests and outside part-time employment, as long as such outside involvement does not interfere with the duties and responsibilities assigned to such person or reasonably expected from such person by PCANC. Employees must notify the President/CEO in writing of all outside part-time employment. Employees may not make a profit in any way in their outside employment or business interests as a result of their association with PCANC.

The undersigned hereby agrees to abide by the foregoing, as set forth above.

Signature: _____

Print Name: _____

Position(s) Held: _____

Date of Execution: _____