



Policy Number:	A-2
Page:	1 of 1
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CTSGNA Board Policy and Administrative Procedure Manual

Subject: Vested Interest

Responsibility: Articles and Bylaws Committee

Focus

Primary: CTSGNA Board of Director Members, CTSGNA Committee Members.

Purpose: To define conflicts of interest and to aid in preventing actual, potential or perceived conflicts of interest that may have a direct bearing on committee / Board of Directors work or functions.

Policy Statement: It is the policy of CTSGNA that all committee members, Board of Directors, members participating in any CTSGNA work or activity must disclose any actual, potential or perceived conflicts of interest as defined below that may have a direct bearing on the aforementioned work or activities. Vested interest disclosure should be made verbally at the start of the work or activity.

Procedure:

- ❖ A copy of this policy and corresponding Vested Interest Disclosure Declaration shall be given to CTSGNA Board of Director Members and Committee Members upon commencement of such person's relationship with CTSGNA or at the official adoption or amendment of stated policy.
- ❖ If questions arise, an opportunity for clarification will be arranged by the CTSGNA Board of Directors.
- ❖ Each CTSGNA Board Member, CTSGNA Committee Member shall sign and date the agreement at the beginning of his / her term of service and each year thereafter. Failure to sign does not nullify the agreement.
- ❖ Disclosures will be shared with Committee Chairs.
- ❖ Statements are maintained with CTSGNA presiding secretary.

