CONFLICT OF INTEREST POLICY

Definition

A conflict of interest is defined as an actual or perceived interest by an employee and/or council member, in an action that results in, or has an appearance of resulting in, personal, organizational, or professional gain. A conflict of interest occurs when an employee/council member has a direct or fiduciary interest in another relationship. A conflict of interest could include:

The definition of conflict of interest includes any bias or the appearance of bias in a decision-making process that would reflect a duel role played by an employee of the Town of Stoneville or a member of the council.

Employee

Anyone employed as a full or part-time staff member by the Town of Stoneville

Employee Responsibilities:

It is in the interest of the Town of Stoneville, that employees and council members work to strengthen the trust and confidence in each other, to expedite resolution of problems, to mitigate the effect and to minimize organizational and individual stress that can be caused by a conflict of interest.

Employees and council members are to avoid any conflict of interest, even the appearance of conflict of interest. The appearance of a conflict of interest can cause an embarrassment and jeopardize the credibility of the Town. Any conflict of interest, potential conflict of interest and/or appearance of conflict of interest is to be reported to the employee's supervisor immediately.

Employees and council members are to maintain independence and objectivity with the community, citizens and other employees of the Town of Stoneville. Employees and council members are called to maintain a sense of fairness, civility, ethics and personal integrity even though law, regulations and/or customs do not require them.

Acceptance of Gifts

Employees, council members and/or members of their immediate family are prohibited from accepting gifts, money and/or gratuities from the following:

Persons receiving benefits and/or services from the Town of Stoneville

Any person or organization performing and/or seeking to perform services under a contract with the Town of Stoneville

Persons who are otherwise in a position to benefit from the actions of any employee and/or a council member

Employees may, with the written approval of their supervisor, receive honoraria for lectures and other such activities while on personal time, compensatory time, annual leave or leave without pay. If an employee is acting in his/her official capacity, honoraria received by the employee in connection to the activities relating to the employment with the Town of Stoneville are to be paid to the Town of Stoneville.