

Conflict of Interest Policy

ACC _____ recognizes that the many persons serving in leadership positions within our organization have multiple interests and affiliations including but not limited to positions of responsibility with their employers and various other organizations or entities. As a result, actual, potential and apparent conflicts of interest may occur in the course of their participation in and conducting the affairs of ACC _____. A conflict is an activity, transaction or a relationship that presents or may present a conflict between your fiduciary obligations to ACC _____ and your personal, business or other interests; e.g. circumstances in which you or a family member may obtain a personal benefit or pecuniary gain as a result of an ACC _____ transaction. While Directors of ACC _____ have an obligation to act at all times in the best interests of ACC _____ not all conflicts are necessarily harmful or prohibited. Accordingly, in supporting our ethical values, the following policies and obligations apply to all members of the Chapter's Board of Directors, including Directors Emeritus:

- 1) All actual, potential and apparent conflicts affecting or involving a Director or Officer of ACC _____ shall be disclosed by such Director or Officer promptly and fully to the Chapter President (who shall, in turn, promptly report such matter to the Executive Committee) and such affected or involved Director or Officer shall abstain from making motions or voting on any matter which might reasonably be perceived as involving any such actual, potential or apparent conflict. Such Director may otherwise participate in the matter in conflict to the extent that the actual, potential or apparent conflict is disclosed to the Board of Directors at the time the Board of Directors is considering the matter in conflict.

- 2) Annually, each Director of ACC _____ shall be provided with a copy of this Policy and shall complete and return a disclosure certification detailing any then known actual, potential or apparent conflicts of interest (except to the extent such disclosure is prohibited by the policies of an individual Director's or Officer's employer). Should any actual, potential or apparent conflict of interest arise following the Director's or Officer's annual submission of his or her disclosure certification, such Director or Officer shall promptly notify the President of such additional conflict(s) so that the Executive Committee and or Board as a whole may consider the impact of the conflict(s) disclosed.

Board of Directors/Officers
Annual Conflict of Interest Disclosure Statement

I have read the ACC ____ Conflict of Interest Policy set forth above and agree to comply fully with its terms at all times during my service as a Director of ACC ____ I have detailed below any actual or potential conflicts of which I am aware, except to the extent disclosure of a particular actual or potential conflict is prohibited by my employer's policies. For any known actual, potential or apparent conflict, disclosed or otherwise, I agree to abstain from making motions or voting on any matter which might reasonably be perceived as involving any such actual, potential or apparent conflict; I, however, may otherwise participate in the matter in conflict to the extent that the actual, potential or apparent conflict is disclosed to the Board of Directors at the time the Board of Directors is considering the matter in conflict. Should I become aware at any time, following my submission of this certification, of any additional actual, potential or apparent conflict of interest not previously disclosed or which I cannot disclose due to my employer policies, or if the information provided herein becomes inaccurate or incomplete, I will promptly notify the President of ACC ____ in writing. I recognize the importance of prompt and full disclosure of any conflict and I affirm that in any circumstance that could be deemed a "close call," or if I am uncertain as to whether a disclosable conflict exists, I will err on the side of disclosure so that the Chapter may take appropriate action. As of this date, I am aware of the following actual or potential or apparent conflicts:

Name: _____ Signature: _____ (Date)