

CONFLICT OF INTEREST**I. PURPOSE:**

South Texas Afghanistan Iraq Veteran Association will maintain a no-conflict of interest policy.

II. DEFINITIONS:

Family member

a person related to another person within the first degree by consanguinity or affinity, as described by Subchapter B, Chapter 573, Texas Government Code.

Board Member

a member of the governing body of STAIVA.

Executive Director

the administrator responsible for STAIVA as designated by the Board of Directors, or a person designation by the Executive Director for the purpose of administering this policy.

III. POLICY:

Regardless of specific, it is the policy of STAIVA that the Board will not engage in conflicts of interest or in behaviors that leave a perception of a conflict of interest. It is not the intent of this Policy to modify or explain state law and every Board Member is advised that he or she should have a clear understanding of that law.

A. This policy applies to a Board Member who:

1. has an employment or other business relationship with a person/organization that results in the Board Member, or a family member of the Board Member, receiving taxable income from that person/organization; or

2. has, or whose family member has, received directly or indirectly, one or more gifts that have an aggregate value of more than \$250 in the 12-month period preceding the date; and
3. is a vendor or potential vendor (or employee or agent thereof) of products, tangible or intangible, or services to STAIVA; and
4. anticipates participating in discussions, directly or indirectly, with the person/organization, outside of a duly called meeting of the Board of Directors of STAIVA for the purpose of assisting the person/organization sell products or services to STAIVA.

B. Disclosure and Non-Deliberation Requirements. A Board Member shall:

1. as soon as he or she has reasonable knowledge of the potential applicability of the Local Government Officer Conflicts Disclosure Statement (Form CIS), disclose to the Executive Director his or her intent to participate in discussions, directly or indirectly, with a person/organization or vendor who is providing, or has an interest in providing, products or services to STAIVA; and
2. refrain from any and all deliberations, at any decision-making level of STAIVA regarding:
 - a. the quality or qualification of, or the benefits offered by, the vendor, the person/organization or any competitor thereof, and
 - b. a procurement policy, standard or specification applicable to the product or service being offered by the person/organization or any competitor.
3. Provide forms for Local Government Officer Conflicts Disclosure Statement (CIS) and Conflict of Interest Affidavit as reported.

IV. REQUIRED DOCUMENTATION:

Local Government Officer Conflicts Disclosure Statement (Form CIS)
Affidavit

V. REFERENCES:

None

VI. ATTACHMENTS:

None