Conflict of Interest

Policy Statement

An employee of the University System of Georgia shall make every reasonable effort to avoid even the appearance of a conflict of interest. This includes avoiding actual or apparent conflict of interests between the employee’s college or university obligations and their outside activities. An appearance of conflict exists when a reasonable person will conclude from the circumstances that the employee’s ability to protect the public interest, or perform public duties, is compromised by personal interest. An appearance of conflict can exist even in the absence of a legal conflict of interest. Employees are referred to State Conflict of Interest Statutes O.C.G.A. §45-10-20 through §45-10-70, Board of Regents Policies 8.2.18.2 Conflicts of Interest and Conflicts of Commitment, and institutional policies governing Conflict of Interest.

This policy ensures employees are advised of the expectation to avoid actual and apparent conflicts of interest.

Applicability

All units of the University System of Georgia are covered by this policy.

Who Should Read This Policy

All Human Resources personnel within the University System of Georgia should be aware of this policy.

Definitions

- None
Process and Procedures

- None

Responsible Parties and Contact Information

<table>
<thead>
<tr>
<th>Party</th>
<th>Responsibility</th>
<th>Phone/Email/URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vice Chancellor for Human Resources, USG</td>
<td>To maintain policy, provide advice and guidance to campuses with regard to policy interpretation and application, provide updates as necessary</td>
<td>404-962-3235 <a href="mailto:usg-hr@usg.edu">usg-hr@usg.edu</a></td>
</tr>
<tr>
<td>Institution Chief Human Resources Officers</td>
<td>To ensure policy is communicated to employees and that compliance occurs</td>
<td>See University System HR Officer Listing</td>
</tr>
<tr>
<td>Institution Chief Legal Affairs and USG Legal Affairs</td>
<td>To respond to policy questions and to ensure compliance occurs</td>
<td>USG: 404-962-3255 USG: <a href="mailto:edward.tate@usg.edu">edward.tate@usg.edu</a> Institutions: refer to directory</td>
</tr>
<tr>
<td>Institution Chief Audit Officer and USG Audit Office</td>
<td>To audit compliance with policy</td>
<td>USG: 404-962-3025 USG: <a href="mailto:john.fuchko@usg.edu">john.fuchko@usg.edu</a> Institutions: refer to directory</td>
</tr>
</tbody>
</table>

Website Address for This Policy

- None

Appendices (Internal Documents, Forms and Web Links)

- BOR Policy Manual Section 8
- BOR Policy 8.2.18.2
- USG Conflict of Interest Resources Page

Related Documents and Resources (External)

- None