

HUMAN RESOURCES ADMINISTRATIVE MANUAL
EMPLOYEE RELATIONS: CONFLICT OF INTEREST



UNIVERSITY SYSTEM
OF GEORGIA

Conflict of Interest

CITATION REFERENCE

OFFICIAL TITLE	POLICY ON CONFLICT OF INTEREST
VOLUME	HUMAN RESOURCES
RESPONSIBLE OFFICE	USG HUMAN RESOURCES OFFICE
ORIGINALLY ISSUED	JULY 1983
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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

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Process and Procedures

- None

Responsible Parties and Contact Information

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

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

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