

COMMUNITY LIVING DURHAM NORTH
CONFLICT OF INTEREST – EMPLOYEES

Policy No: C-18 (Human Resources) Effective Date: July 31, 2008

Rationale:

To ensure organizational integrity in the conduct of CLDN's day to day operations.

Policy Statement:

Employees who find themselves in a clear or potential conflict of interest are required to make a declaration to their immediate manager.

Such a conflict might arise through having a personal or financial interest in an organization that conducts business with CLDN. A familial relationship with a supported person, or with another employee, can also lead to conflicts of interest.

Information not normally known to the public, that is known to the employee as a consequence of his employment, cannot be used for the personal benefit of family, friends or associates.

The timely declaration of such conflicts will enable management to institute measures to protect the integrity of the organization and to protect the employee from the appearance of wrong doing.

Approved by: _____ Date: _____ for the Board of Directors
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