



COMMUNITY  
SERVICES

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## CONFLICT OF INTEREST AGREEMENT

I, \_\_\_\_\_ acknowledge that I have received and read a copy of the PLEA Conflict of Interest Policies. I accept responsibility for the discharge of my duties with the highest degree of personal and professional integrity. I am committed to following not only the letter, but the spirit of both the organization's Code of Ethics and Code of Conduct.

I will weigh carefully all circumstances in which there exists the possibility that there is a conflict between my personal interests and those of program participants/residents, or the organization. I understand that in every case my professional responsibilities must take precedence over my personal interests.

I understand that personnel are required to notify their managers immediately whenever an apparent or actual conflict of interest situation arises. I also understand that if I am unclear or uncertain about whether I am in a conflict of interest situation I must consult with my manager as soon as possible.

PLEA promotes a workplace where conflicts of interest are identified and resolved or managed, in a timely way. We recognize that in the rapidly changing social contexts we work in that policies cannot cover every possible situation in which a conflict of interest may arise. We expect all personnel to be proactive and alert to circumstances that may interfere with their professional discretion, impartial judgment, and loyalty to PLEA.

A conflict between your personal interests, (what you stand to gain, not necessarily limited to money), and your duty as a PLEA employee, volunteer, or family caregiver (what your position requires you to do, or perhaps more broadly what is in the public interest), is to be avoided as far as possible, at all times. Even the appearance of a conflict of interests is to be avoided, to minimize the risk to PLEA's reputation and your personal reputation for integrity.

'Having an interest' in the outcome of a decision is not the same as being 'interested' in the outcome (i.e. curious or concerned). If you stand to gain something personally from the decision you can be said to 'have an interest' in it – for example, the outcome of a particular process means that you, or a member of your family, or someone who is close to you will receive an assignment, benefit, award or advantage over others.

I further acknowledge and agree that failure to comply with the PLEA Conflict of Interest Policies may result in disciplinary action.

Signature:

Date Signed:

**Manager or Designate (For PLEA Community Services Society of BC):**

Name:

Position:

Signature:

Date Signed:

[www.plea.ca](http://www.plea.ca)