

## **NC DEPARTMENT OF PUBLIC SAFETY**

### **Conflict of Interest Statement**

#### **Disclosure Required as Applicable by All Employees of the Department of NC PUBLIC SAFETY**

Departmental staff have a duty of loyalty to the State which prohibits them from using State funds or confidential State information for personal advantage; or from using the employee's position to gain any advantage that would accrue to the employee.

#### **DEFINITION OF CONFLICT OF INTEREST**

To be financially interested, or have personal beneficial interest, either directly or indirectly, in the purchase of, or contract for service, any materials, equipment or supplies, or in any firm, corporation, partnership or association furnishing any such supplies, materials or equipment to the State government, or any of its department, institutions or agencies or to accept or receive, directly or indirectly, from any person, firm or corporation to whom any contract may be awarded, by rebate, gifts or otherwise, any money or anything of value whatsoever, or any promise, obligation or conflict of interest shall be assumed to exist even if by way of having a family member who is an interested party. The appearance of a conflict of interest must be avoided to maintain Departmental integrity.

#### **NOTIFICATION**

Each procurement of services or products for the Department involves various departmental staff that serves in different positions and with varied degree of involvement. Purchases must be made in accordance with all rules and regulations as stipulated by State Statute, conveyed by Purchase and Contract's policy manual, the Department's fiscal policy manual, or other policies or procedures, written or verbal.

With any procurement that is accomplished, with or without competition, the individual taking part in the development of selection criteria for evaluation, the evaluation process, or the award process shall attest in writing that they are independent of, and have no conflict of interest in, the entities evaluated and selected. In this regard, the conflict of interest is "in fact" present even if such conflict exists solely because of a conflict of a family member or other related employee relationship.

**ASSURANCE**

I hereby give assurance and attest that for any procurement (accomplished with or without competition) in which I am involved in the development of selection of criteria for evaluation, the evaluation process, or the award process, I will be independent of, and have no conflict of interest in the entities evaluated and selected.

**DISCOLOSURE OF CONFLICT OF INTEREST**

Employee must disclose any known or anticipated conflict of interest giving details of parties involved, relationships, and degree or limit of involvement or interest. If interest is because of investment in stocks or bonds or from a loan to a company, the amount and percent of the total stock, bonds, or total company loans must be disclosed.

**DISCLOSURE OF**

Interest in vendors, companies, or corporations (private, public, profit, or not-for-profit):

<b><u>Entity</u></b>	<b><u>Relationship</u></b>	<b><u>% Owner</u></b>	<b><u>Describe Active/Passive Involvement</u></b>
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**AGREEMENT**

I have fully disclosed any known or potential conflict of interest as described above. In the event of a future possible conflict or the appearance of a conflict, I will immediately provide a full disclosure of any potential conflicts that might arise in any procurement/transaction by notifying my immediate supervisor in writing and subsequently I will remove myself from all processes involved in that procurement unless otherwise directed to continue to perform. (If you have any question or doubt about your potential, implied, or real interest in an entity with whom the Department is having a business relationship with, you must disclose the facts in conversations with your supervisor, who should in turn indicate to the division head any perceived problems or “conflict of interest”).

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Supervisor’s Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)