


Name of Policy: Conflict of interest Policy Number: 3364-25-50 Approving Officer: President Responsible Agent: Vice President and Chief HR Officer; Provost and Executive Vice President for Academic Affairs Scope: The University of Toledo – All Campuses		 Revision date: February 21, 2017 Original effective date: June 22, 2011	
	New policy proposal	<input checked="" type="checkbox"/>	Minor/technical revision of existing policy
	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

Employees should follow the strictest ethical guidelines and should conduct themselves in a manner that fosters public confidence and does not conflict with public duty.

A conflict of interest exists if financial interests or other opportunities for personal benefit may exert an improper or substantial influence upon an employee's professional judgment in exercising any university duty or responsibility. Employees shall not use their positions to secure anything of value, financial gain, or personal benefit that would not ordinarily accrue to them in the performance of their official duties.

(B) Purpose of policy

To provide standards of conduct by employees in accordance with laws of the state of Ohio.

(C) Scope

This policy applies to all employees except to the extent the activity or conduct is specifically governed by a separate agreement or university policy.

(D) Procedure

The conduct and activities of all employees are subject to Chapters 102 (Public Officer – Ethics) and 2921 (Offenses Against Justice and Public Administration) of the Revised Code and the Bylaws of the Board of Trustees of the University (rule 3364-1-06 of the Administrative Code) and university policy on nepotism, rule 3364-25-18 of the Administrative Code.

Human Resources will provide each new employee with a copy of the Ohio Ethics Booklet that contains applicable laws during new employee orientation. Additional resources are available at <http://ethics.ohio.gov/education/index.html>.

(E) Penalties

Failure of any employee to abide by or to comply with the ethics law and related statutes, may result in reporting as well as any resulting potential civil or criminal sanctions under the law, or sanctioning or discipline, which may include dismissal.

<p>Approved by:</p> <p><u>/s/</u> Sharon L. Gaber, Ph.D. President</p> <p><u>February 21, 2017</u> Date</p> <p><i>Review/Revision Completed by:</i> Senior Leadership Team Vice President and Chief HR Officer</p>	<p>Policies Superseded by This Policy: <i>Previous 3364-25-50, effective date April 10, 2015</i></p> <p>Initial effective date: June 22, 2011 Review/Revision Date: July 1, 2014; April 10, 2015; February 15, 2017 Next review date: February 21, 2020</p>
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