## Appendix D: Disclosure of Potential Conflict of Interest and Commitment

# Disclosure of Potential Conflict of Interest and Commitment

## University of Arkansas

It is the campus policy of the University of Arkansas that its officers, faculty, staff and others acting on its behalf have the obligation to avoid ethical, legal, financial and other conflicts of interest with their obligations to the University or its welfare. In adherence to the institution's policy, please complete the following statement to disclose any relationships or activities which might give rise to conflicts, or the appearance thereof, with your duties, responsibilities or obligations to the University of Arkansas.

**All faculty, classified and non-classified staff are required to complete this form annually or more often as needed.**

☐ I have read the campus policy on conflict of interest and commitment, and I disclose the attached explanation of the nature of each potential conflict of interest or appearance thereof in compliance with that policy.

☐ I have read the campus policy on conflict of interest and commitment, and I have no conflicts of interest to disclose.

Note: The information disclosed to the University may be subject to public disclosure. To request that specific information be reviewed to determine if it is exempt, attach all of the information required by Section 11.3 of the campus conflict of interest policy (404.0).

In signing this disclosure, the employee acknowledges that all information not determined to be exempt may be released by the University upon public request, without further notice.

Signed _____ Date_____

Name (print or type) _____

Title or Position _____

Employee ID # _____

Department or Unit _____

**Administrative Review**

☐ No conflict exists ☐ Conflict exists –needs further review ☐ Unacceptable conflict

_____ _____
Department Chair or Unit Head Date

☐ No conflict exists ☐ Conflict exists –needs further review ☐ Unacceptable conflict

_____ _____
Dean or Unit Head Supervisor Date

☐ No conflict exists ☐ Needs CICRC review ☐ Conflict exists–Expedited review ☐ Unacceptable conflict

_____ _____
Vice Provost for Research and Economic Development Date

- Approved copy to employee, department chair/head, and college dean
- Record maintained in Office of Research and Economic Development