

NEW BETHANY MINISTRIES

CONFLICT OF INTERSET POLICY

Conflict of Interest Defined:

A conflict of interest is defined as an actual or perceived interest by a staff member, officer or Board member in an action or transaction that results in, or has the appearance of resulting in, personal, organizational, or professional gain. A conflict of interest occurs when an employee, officer or Board member has a direct or fiduciary interest in another relationship that may affect, or appears to affect, that individual's duties and responsibilities to New Bethany Ministries (NBM) and NBM's mission.

The definition of conflict of interest includes any bias or the appearance of bias in a decision-making process that would reflect a dual role played by an employee, officer or Board member. An example, for instance, might involve a person who is an employee and a Board member, or a person who is an employee and who hires family members as consultants.

Employee, Officer and Board Member Responsibilities:

It is in the interest of the organization, individual staff, officers and Board members to strengthen trust and confidence in each other, to expedite resolution of problems, to mitigate the effect and to minimize organizational and individual stress that can be caused by a conflict of interest.

Employees, officers and Board members are to avoid any conflict of interest, even the appearance of a conflict of interest. NBM serves the community as a whole rather than only serving a special interest group. The appearance of a conflict of interest can cause embarrassment to the organization and jeopardize the credibility of the organization.

Any conflict of interest, potential conflict of interest, or the appearance of a conflict of interest is to be reported to the Executive Director or Compliance Officer of NBM . Employees, officers and Board members are to maintain independence and objectivity with clients, the community, and organization. Employees, officers and Board members are called to maintain a sense of fairness, civility, ethics and personal integrity even though law, regulation, or custom may not require them.

Acceptance of Gifts:

Employees, members of employee's immediate family, officers and members of the Board are prohibited from accepting gifts, money or gratuities from the following:

- a. Persons receiving benefits or services from NBM;
- b. Any person or organization performing or seeking to perform services under contract with NBM; and
- c. Persons who are otherwise in a position to benefit from the actions of any employee of NBM.

Annual Conflict of Interest Statement

I hereby acknowledge that I have reviewed and agree to comply with the Conflict of Interest Policy of New Bethany Ministries (NBM).

I also hereby disclose (please check one) :

___ I am not aware of any transaction, situation or relationship involving me which may constitute an actual or perceived conflict of interest with NBM as described in its Conflict of Interest Policy.

___ Pursuant to NBM's Conflict of Interest Policy, I wish to disclose to NBM's Executive Director and Compliance Officer the following transaction, situation or relationship which may constitute an actual or perceived conflict of interest with NBM (Please provide a brief description) : _____
_____.

I hereby attest to the truth and accuracy of the information provided herein. I agree to update this disclosure statement if there are any material changes that affect the truth and accuracy of the information contained herein.

Name: _____

Signature: _____

Date: _____