

	<b>POLICY &amp; PROCEDURE</b>	<b>POLICY NUMBER:</b> 720
	<b>Subject:</b> <b>CONFLICT OF INTEREST</b>	<b>EFFECTIVE DATE:</b> 11/12/08

**I. Policy**

- A. No member of the Board of Directors, or any of its Committees, shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation with Arizona Swimming, Inc. (“AzSI”). Each individual shall disclose to the organization any personal interest which he or she may have in any matter pending before the organization and shall refrain from participation in any decision on such matter.
- B. Any member of the Board, any Committee, or Staff who is an officer, board member, a committee member, or staff member of a client organization or vendor of the AzSI shall identify his or her affiliation with such agency or agencies; further, in connection with any committee or board action specifically directed to that agency, he shall not participate in the decision affecting that agency and the decision must be made and/or ratified by the full board.
- C. Any member of the Board, any Committee and Staff employees shall refrain from obtaining any list of clients for personal or private solicitation purposes at any time during the term of their affiliation.
- D. Attached is the attestation which is required to be signed by all members of the Board of Directors and the various AzSI committees. Athlete members who have not reached majority shall not be required to sign.
- E. At each board meeting, the Chair or his representative, shall poll the members of the board to determine if there are any conflicts of interest which will affect the matters to be discussed at that meeting.

**ARIZONA SWIMMING, INC.**  
**CONFLICT OF INTREST ATTESTATION**

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1. At this time, I am a board member, committee member, or an owner / employee of the following organizations:

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2. Now this is to certify that I, except as described below, am not now nor at any time during the past year have been:

1) A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party doing business with the AzSI which has resulted or could result in personal benefit to me.

2) A recipient, directly or indirectly, of any salary payments or loans or gifts of any kind or any free service or discounts or other fees from or on behalf of any person or organization engaged in any transaction with AzSI.

Any exceptions to 1 or 2 above are stated below with a full description of the transactions and of the interest, whether direct or indirect, which I have (or have had during the past year) in the persons or organizations having transactions with AzSI.

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Signed and dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Signature: \_\_\_\_\_

Printed name: \_\_\_\_\_