



CONFLICT OF INTEREST DISCLOSURE STATEMENT
(Pursuant to Conflict of Interest Policy 431.00)

JCCC employees involved in decision-making or any sale, purchase or other agreement, contract, or business relationship that binds or obligates the College are responsible for disclosing to their supervisors any potential Conflicts of Interest (as that term is defined in the [Conflict of Interest Policy 431.00](#)). The supervisor will determine whether further action is warranted to protect the College from an actual, perceived or potential Conflict of Interest. This may include having the employee refrain from participating in a particular transaction or matter.

Name of Employee Submitting Statement: _____

Title: _____ **Department:** _____

The above individual must review the College's [Conflict of Interest Policy 431.00](#) and complete the applicable information below:

Description of Agreement, Transaction or Other Source of Interest and the Employee's Role or Relationship to the Other Party:

Description of Employee's Interest(s) (e.g. receipt of gift, compensation or benefits, family member affiliation, etc.):

Additional Information:

Signature of Employee: _____ **Date:** _____

Signature of Supervisor: _____ **Date:** _____

Supervisor's Determination: *(following Supervisor's review of Employee's disclosure above)*