

New York-New Jersey Trail Conference
Conflict of Interest Policy
Approved by Board of Directors September 26, 2006

Board of Directors (Board) members and staff members shall make known to the Board any personal or professional relationships with individuals, companies, organizations, government agencies, or other entities with whom the New York-New Jersey Trail Conference (NYNJTC) is involved in official business matters.

Unless otherwise authorized by the Board, Board members and staff members shall not represent NYNJTC in negotiations with individuals, companies, organizations, government agencies, or other entities if the Board member or staff member has a personal or professional relationship with said individual, company, organization, agency, or entity.

Under no circumstances shall a Board member with a personal or professional relationship with an individual, company, organization, government agency, or other entity be eligible to vote on official NYNJTC business matters involving said individual, company, organization, agency, or entity that come before the Board for action.

Unless otherwise authorized by the Board, no Board member or staff member shall enter into a financial or other business relationship with another staff member, or with an individual, company, organization, government agency, or other entity with which NYNJTC has a contractual arrangement.

Board members and staff members are responsible for revising and updating disclosures on an annual basis or more frequently when necessary.

New York-New Jersey Trail Conference
Conflict of Interest Disclosure

1. Do you have a personal or professional relationship with an individual, company, organization, corporation, government agency, or other entity, which is involved with NYNJTC in any official business matters? _____. If yes, please identify the individual(s) (and the employer(s)) or entities.

2. Do you have a personal or professional relationship with someone who is a member of the board of directors of a not for profit organization that is involved with NYNJTC in any official business matters? _____. If yes, please identify the individual(s) and the organizations(s)

3. Are you or someone with whom you have a personal or professional relationship involved with NYNJTC in an official business matter? (e.g. a Board member or members of his/her immediate family who have loaned money to or are interested in buying land from or selling land to NYNJTC)? _____. If yes, please identify the individual(s) and the matter(s).

4. Do you have a financial or other business relationship with a NYNJTC staff member, or with an individual, company, organization, government agency, or other entity with which NYNJTC has a contractual arrangement? _____. If yes, please identify the staff member(s), individual(s) or entities.

I agree to disclose the above relationships to the Board of Directors prior to Board action when business matters arise that involve the relationship(s) identified above.

I recognize that these disclosure obligations are ongoing and I agree to review the information on this form in the future based on new information or changed circumstances.

To the best of knowledge, the foregoing disclosures are true and correct.

Signature

Date