

Conflict of Interest

STAC CONFLICT OF INTEREST POLICY

Service as a STAC board member, committee member, consultant or staff member creates situations that may result in conflicts of interest or questions regarding the objectivity and credibility of the accreditation process. The Stack Testing Accreditation Council expects these individuals to behave in a professional and ethical manner, to disclose real or perceived conflicts of interest, and to recuse themselves from discussions or decisions related to real or perceived conflicts of interest. The intent of this policy is to: maintain credibility in the accreditation process and confidence in the decisions of the board of directors, committee members, consultants and staff members; assure fairness and impartiality in decision-making; disclose real or perceived conflicts of interest; and act impartially and avoid the appearance of impropriety.

PROCEDURE

- 1.** Individuals representing STAC must not participate in any decision-making capacity if they have or have had a close, active association with a company or organization that is being considered for official action by STAC. Close, active association includes, but is not limited to: current or past employment as owner, staff, or consultant by the company or organization; current or past discussion or negotiation of employment with the company or organization; or a company or organization where a close, family relative is a consultant or employee.
- 2.** A record of real or perceived conflicts of interest will be maintained for all those involved in the accreditation process. Each individual will be provided with a copy of this record annually for the purpose of updating this record. Copies of the conflict of interest records will be provided to the individuals responsible for selection of accreditation evaluators.
- 3.** All individuals representing STAC must sign a conflict of interest and confidentiality statement indicating that they have read and understand these policies. The policies on conflict of interest and confidentiality will be reviewed at the start of each board of directors meeting.
- 4.** Individuals must absent themselves from any portion of a STAC meeting in which discussions or decisions occur for which they have a real or perceived conflict of interest. Real or perceived conflicts may occur if there is: a close, active association with a company or organization; a financial or personal interest; or any reason that the individual cannot render an unbiased decision.

The names of individuals who have recused themselves during a meeting for conflicts of interest will be recorded.

CONFLICT OF INTEREST AND CONFIDENTIALITY STATEMENT

I have received and read the STAC Conflict of Interest and Confidentiality Policies. I understand that the intent of these policies is to disclose real or perceived conflicts of interest, to recuse myself from decisions and discussions related to real or perceived conflicts of interest, to act impartially and avoid the appearance of impropriety, and to protect the confidential nature of the accreditation process. I will not participate in any decision-making capacity regarding the accreditation of a program if I have or have had a close, active association with a company or organization that is being considered for official action by STAC. I will not participate in any decision for which I or the organization that I represent may benefit materially. Thus, I will absent myself from any portion of a STAC meeting during discussions or decisions in which I have a perceived conflict of interest.

In addition, I understand that materials furnished for review purposes and discussion during the meeting are considered privileged information and, consequently, are confidential. All elements of STAC's accreditation process are to be treated in a professional and confidential manner. Both ethical and legal considerations demand that the information acquired through the accreditation process not be used for purposes other than the accreditation process unless prior permission is obtained from the company or organization.

Print Name

Date

Signature

STAC Position