

UC Santa Barbara
Policies

Policy 5005

Issuing Unit: Administrative Services

Date: July 15, 1986

CONFLICT OF INTEREST

I. REFERENCES:

- A. President Saxon's letter of June 23, 1980, including "a Compendium of University of California Specialized Policies, Guidelines, and Regulations Relating to Conflict of Interest." Compendium updated April 15, 1986.
- B. Political Reform Act of 1974

II. POLICY:

A. General:

The University's overall policy on conflict of interest is that none of its faculty, staff, managers or officials shall engage in any activities which place them in a conflict of interest between their official activities and any other interest or obligation. The University's Conflict of Interest Code, developed in response to the Political Reform Act of 1974, requires that all University employees and officers disqualify themselves from participating in a University decision when a financial conflict of interest is present. Designated University officials are required to file financial disclosure statements.

Over the years, a variety of specialized policies and guidelines have been issued in recognition of the need for guidance in this area and in the related areas of ethical standards and codes of conduct. These policies and guidelines have been summarized and brought together in a compendium (see Attachment). The compendium is intended for the use of University employees should the question of a possible conflict of interest arise. If, after considering these policies, guidelines, and regulations, an individual is still uncertain about the propriety of a particular action or relationship in connection with University duties, he/she should consult with the UCSB Conflict of Interest Coordinator, Asst to Vice Chancellor, Administrative Services, or the Office of the President Conflict of Interest Coordinator.

B. Responsibilities:

1. All employees must disqualify themselves from participating in University decisions in which they have a personal financial interest.
2. Designated officials must also:

- a. File a financial disclosure statement when taking office within 30 days;
 - b. File an annual statement; and
 - c. File a leaving office statement within 30 days.
3. Administrative Officers must also:
- a. Notify the Campus Conflict of Interest Coordinator of changes in personnel in designated official positions; and
 - b. Include information on the Conflict of Interest Code in recruitment material.

III. ATTACHMENT:

Compendium of Specialized University Policies, Guidelines, and Regulations Related to Conflict of Interest.

For questions or comments regarding the format of the above information, please contact webcontact@ucsbuxa.ucsb.edu.

Last Modified By: HMW, 5/21/97

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