



American Adoption Congress  
Conflict of Interest Policy with Sign-Off  
Approved by the Board of Directors 02-14-2016

## **Conflict of Interest Policy**

It is the policy of the AAC that no member in a position of authority (Executive Officers, Board of Directors, Committee Chairs, Regional Directors or State Representatives) shall use his or her AAC affiliation for private or personal advantage. Further, no member in a position of authority shall have any outside business interest which might, in fact or appearance, interfere with, or appear to impair, the independent exercise of his or her judgment in the best interests of the AAC. All persons in a position of authority are expected to act in the best interests of the AAC and to provide an appropriate measure of time and attention to assigned duties.

No statement of policy made by the AAC can be so comprehensive as to cover all possible situations in which a conflict of interest can arise. For that reason, it is expected that every member in a position of authority will exercise his or her best judgment with respect to each situation.

### **Gifts and Favors**

No member in a position of authority shall seek or accept any gifts, payments, fees, rebates, or loans from any person or business organization that does, or seeks to do, business with the AAC.

No member in a position of authority shall accept anything of value in exchange for referral of third parties to any such person or business organization.

No member in a position of authority shall provide or give gifts or favors to any person or business organization where these might appear designed to improperly influence others in their relations with the AAC.

No member in a position of authority shall accept any gifts, favors, or unusual hospitality that might tend in any way to impair independent judgment concerning the AAC. A member in a position of authority may accept common courtesies or gifts of a nominal value usually associated with accepted business practices for themselves and members of their families. Care should be taken to avoid accepting frequent common courtesies and/or gifts from the same person or business organization doing, or seeking to do, business with the AAC.

### **Other Adoption Organization Affiliations**

Any member in a position of authority (Executive Officers, Board of Directors, Committee Chairs, Regional Directors or State Representatives) may also be members of other adoption related organizations. These affiliations must be disclosed upon application to the position of authority. If a member in a position of authority subsequently joins another adoption related organization, this membership should be communicated to the Board of Directors of the AAC within 30 days.

*The AAC title can only be used in conjunction with activities, policies and legislation that has been formally endorsed by the AAC. All members in a position of authority are strongly encouraged to seek AAC support for state legislation.*



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**Conflict of Interest Disclosure of other adoption-related affiliations:**

(Examples: CUB, BN, Origins, local organizations, search organizations, etc.)

Organization	Position Held	Year

I, \_\_\_\_\_, have read the American Adoption Congress Conflict of Interest Policy. I agree to abide by these guidelines and uphold them to the best of my ability.

DATE \_\_\_\_\_