

The NFP Organization, Inc.
Conflict of Interest and Ethics Statement

As a Board Member/Employee (hereinafter “representative”) of The NFP Organization, Inc. (the “Organization”) I have an obligation to the organization I serve, to the general public, and to myself to maintain the highest standards of ethical conduct. I will not commit acts contrary to these standards nor will I condone the commission of such acts by others within the Organization. I have a responsibility to:

Information and Records

- Keep confidential information confidential unless legally obligated to do otherwise.
- Refrain from using or appearing to use confidential information acquired in the course of my service for unethical or illegal advantage either personally or through third parties.
- Preserve the integrity, completeness and accuracy of all financial and other information and records of the Organization
- Cooperate fully and honestly in audits authorized by the Board or otherwise required by law.

Conflict Of Interest

- Avoid direct or indirect, actual or apparent, conflicts of interest and advise all appropriate parties of any potential conflict, e.g.:
 - a. An Organization representative's personal business provides goods or services to the Organization for consideration.
 - b. A friend or relative provides goods or services to the Organization
 - c. A vendor or business acquaintance with whom an Organization representative has an outside business relationship provides goods or services to the Organization for consideration.
- Refrain from engaging in any activity that would prejudice my ability or that of others to carry out duties ethically.
- Refuse any gift, favor, or hospitality that would influence or would appear to influence my actions or the actions of others, e.g. an Organization representative receives a referral fee or preferential discount, gift, or other valuable consideration from a vendor, paid promoter, fund-raising event sponsor, or any other outside party, for referring Organization business to such party. Abstain from voting on any matter for which my vote may be perceived as influenced by a conflict of interest or unduly affected by relationships with the persons, organizations, or businesses affected by the vote.
- Refrain from utilizing any asset or resource of the Organization in pursuit of personal financial gain.
- Refrain from utilizing my affiliation with the Organization in any manner that could jeopardize the Organization’s not-for-profit status.
- Seek input from the President of the Board and/or the Executive Committee if at any time it is unclear as to whether a particular issue should be considered to be a conflict.

Integrity

- Refrain from violating any criminal or civil law or regulation.
- Refrain from either actively or passively subverting the attainment of the Organization's legitimate and ethical objectives.
- Refrain from engaging in or supporting any activity that would discredit the Organization.
- Perform my duties in accordance with relevant laws, regulations, Organization policies and standards.
- Represent the interests of all clients served and not favor special interests inside or outside the organization.

I _____, attest and agree to be bound by the foregoing standards. I have not been party to an unethical or conflicting action that has not been previously disclosed. I also agree to report any potential future conflicts of interest or observed unethical activity of which I have become aware to the appropriate parties. I understand that failure to comply with the above requirements may result in my dismissal from the Board of Directors, in accordance with the Organization’s Bylaws, and may subject me to other criminal and/or civil penalties as prescribed by law.

Signature

Date