




University Executive Directive #14-01	Issue Date: June 26, 2014
Subject: Conflict of Interest	Revision Date:
Approved:  President	
Contact: Risk Management and Internal Control, 510-885-3833	

**AUTHORITY:**

The California Fair Political Practices Commission  
The Political Reform Act of 1974, Government Code Sections 81000 to 81016  
CSU Executive Order 295: *Designation of Filing Officers under the CSU Conflict of Interest Code*  
HR Coded Memo 2005-05; *CSU Employment and Conflict of Interest and Incompatible Activities*  
PHS (Public Health Services) revised regulations dated 8/25/2011: *42 Code of Federal Regulations, Part 50, and 45 Code of Federal Regulations, Part 94*

**OVERVIEW:**

The Political Reform Act requires CSU, as a State agency, to adopt and communicate conflict of interest codes. The Act requires most state and local government officials and employees to publicly disclose their personal assets and income. They must also disqualify themselves from participating in decisions that may affect their personal economic interests.

**POLICY:**

California State University East Bay policy reflects the conflict of interest codes, which require those University and auxiliary organization employees, consultants and board members who participate in making decisions that could affect their personal economic interest, to disclose certain personal economic interests as determined by the code's disclosure categories. In addition, certain individuals must disqualify themselves from participating in decisions when they have conflicts of interest.

Recognized auxiliary organizations are required to develop and maintain conflict of interest policies, procedures and ethics training consistent with this University policy. This includes written procedures for determining whether a relationship, financial interest, or business affiliation results in a conflict of interest; and prescribing a course of action in the event a conflict of interest is identified.

A summary of the requirements for filing can be found at:  
<http://www20.csueastbay.edu/af/departments/risk-management/risk/training.html>