

Executive Limitations Policy No. 2.1.9

Financial Disclosures/Conflict of Interest

To promote the public interest and strengthen the faith and confidence of the people in the integrity of the Authority, it is the policy of the Board that certain employees of the Authority disclose certain financial and outside-interest information that may create, or have the ability to create in the future, an actual or potential conflict of interest.

The President/CEO shall not fail to adopt a policy requiring certain employees of the Authority to complete, when they first become employees of the Authority and thereafter, at least annually, a "Confidential Financial Disclosure Report" ("Report"), in form and substance to be determined by the President/CEO, with the advice and counsel of the Authority's Vice President of Finance, Chief Internal Auditor, and General Counsel.

The President/CEO shall not fail to set forth clear guidance regarding what employee classifications and/or job descriptions shall be required to complete the Report. The Report shall include, at a minimum, requirements that each designated employee disclose the following:

1. Certain assets held by the employee, spouse and dependent children;
2. Certain sources of income of the employee and spouse;
3. Certain liabilities of employee, spouse and dependent children;
4. Outside positions held by the employee, and certain positions held by the spouse and dependent children;
5. Certain of the employee's agreements or arrangements with outside entities;
6. Certain gifts, travel reimbursements, or offers of the same for the employee, spouse and dependent children.

Revision History	
Effective Date	November 18, 2015
Adopted By	R2015-11-05