



Conflict of Interest and Outside Employment Statement of Compliance

615.01 Conflict of Interest (State Board guidelines available)

Full-time employees of Lawson State may, with approvals described below, contract to perform independent research, to furnish services as a consultant, or both, provided that such activity: (a) does not interfere with the performance of other responsibilities as a Lawson State Community College employee; (b) is limited in time; (c) is compatible with the interests of Lawson State; and (d) does not require use of institutional resources or facilities.

Written prior approval to participate in any outside consulting activities shall be obtained from the President through the appropriate Department or Division Chair and Dean. Activities which shall be exempt from the requirement for prior approval include those things which, assuming they do not constitute a conflict of interest or conflict of commitment, are generally recognized as professional responsibilities, and do not involve the use of institutional resources.

All other external consulting activities which draw upon the knowledge and skill of an employee require prior approval.

My signature on this document verifies that I have received from Lawson State Community College, institutional policies regarding *conflict of interest* and *outside employment*. I understand clearly that it is my responsibility to comply with the requirements of these policies on *conflict of interest* and *outside employment*.

Further, it is my understanding that failure to comply with the requirements of these policies will be considered as a disregard for the College's authority and may be considered as insubordination which could lead to disciplinary actions ranging from a written request for corrective action to dismissal.

Printed Name: _____

Signature: _____ **Date:** _____