

1 **Colorado Mountain Club**
2 **Conflicts of Interest Disclosure Statement**
3 Adopted: October, 2009
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6 **Reference:** CMC Conflict of Interest Policy, adopted October, 2009
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8 **Purpose:** This form has two parts. The purpose of Part A is to provide an annual affirmative
9 declaration by CMC officials and employees, that they have received and read the CMC
10 Conflicts of Interest Policy, agree to comply with it and, to the best of their knowledge, have no
11 real or apparent conflicts of interest to report.
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13 The purpose of Part B is to provide for written disclosure, by CMC officials and employees, of
14 conflicts of interest when they arise, to the CMC State Board, State Council, Group Council or
15 Committee, as specified in Section 7, Disclosure and Recusal Procedure.
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17 **Applies to:** CMC officials and employees, defined by the policy as including State Board
18 members, State Council members, Group Council members and State and Group Committee
19 chairs and members.
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21 Conflicts of Interest are defined in Section 8 of the policy.
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23 In summary, conflicts occur when a CMC employee or official, or a family member of a CMC
24 employee or official:
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- 26 1. Stands to receive personal financial benefit from his or her involvement in CMC in a
27 manner which may inappropriately influence his or her judgment or ability to carry out
28 CMC responsibilities, or which could be a detriment to CMC's integrity.
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- 30 2. Has a relationship with or involvement in any for-profit or not-for-profit organization
31 which has a mission, interests or position contrary to those of CMC, or which could be
32 considered to compete with CMC for members, contributions or grants.
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34 **Disclosure Procedure, Part A:** CMC officials and employees shall complete this form upon
35 assuming a role with CMC as defined above, and again at the beginning of each year. State
36 Board and State Council members shall complete Part A at the first State Board and State
37 Council meeting of the year; the forms shall be collected by the Secretary of the State Board and
38 maintained by the CEO. Group Council members shall complete Part A at the first Group
39 Council meeting of the year; the forms shall be collected and maintained by the Council
40 secretary. Committee members shall complete the forms at the first committee meeting of the
41 year; the forms shall be collected and maintained by the committee chair.
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43 **Disclosure Procedure, Part B:** As specified in Section 7 of the policy, CMC officials and
44 employees shall give written notice of the conflict of interest as soon as reasonably possible after
45 the conflict has arisen. Written notice shall be given to the secretary of the State Board, for State

46 Board and State Council members; to the secretary of the Group Council, for Group Council
47 members; and to the committee chair, for committee members.

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49 **Person Completing This Form**

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51 Name _____ CMC Role(s) _____

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53 Email _____ Phone _____

54

55 Date of completion of this form _____

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58 **Part A: Annual Acknowledgement of CMC Conflicts of Interest Policy**

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60 I acknowledge receiving a copy of the Colorado Mountain Club Conflicts of Interest Policy. I
61 agree to comply with the policy and to the best of my knowledge, I have no real or apparent
62 conflicts of interest to report.

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66 Signature _____ Date _____

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69 **Part B: Conflicts of Interest Disclosure**

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71 1. Relationship with or economic interest in any vendor, contractor or business entity with
72 which CMC does business or is likely to do business, for which you have an opportunity to
73 influence a CMC decision; include the relationship of any immediate family member
74 (indicate business entity's name, name of owner or manager, and the relationship to you or to
75 your immediate family).

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79 2. If this disclosure is for a single transaction, indicate the specific vendor, contractor or
80 business entity and relationship to you.

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84 3. Any other real or apparent financial conflicts that could result in a personal financial benefit
85 for you or a member of your immediate family, resulting from your personal influence in
86 CMC operations or business decisions.

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90 4. Any compensation, gifts, loans, benefits or unusual hospitality you have received from a
91 vendor, contractor or business entity doing business with CMC, within the past 12 months.

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- 5. Relationship with or involvement in any for-profit or not-for-profit organization which has a mission, interests or position contrary to those of CMC, or which could be considered to compete with CMC for members, contributions or grants.

- 6. Any other real or apparent conflict, financial or otherwise, that may compromise your decisions or judgment in carrying out CMC responsibilities.



Signature _____ Date _____

Acknowledgment by State Board Secretary, Group Chair or Committee Chair

Signature _____ Date _____