



## SOUTHERN NEVADA INTERNATIONAL CODE COUNCIL Conflict of Interest Policy

Members of the Board of Directors of the Southern Nevada International Code Council (“SN-ICC”) and employees must act at all times in the best interests of SN-ICC. Members of the Board and employees shall disclose all potential and actual conflicts of interest to the Board of Directors and, as required, remove themselves from all discussion and voting on any related matter. Specifically, members of the Board and employees shall:

- Avoid placing self-interest or the interests of a third party above the interests of SN-ICC, and avoid the appearance of placing self-interest or the interests of a third party above the interests of SN-ICC;
- Refrain from using SN-ICC’s staff, services, equipment, materials, resources, or property for personal or third-party gain, and from representing to third parties that authority as a Board member extends any further than that which it actually extends;
- Not engage in any outside business, professional conduct, or other activities that may be directly or indirectly adverse to the interests of SN-ICC;
- Not solicit or accept gifts, gratuities, free travel, or any other item of value from any person or entity as a direct or indirect inducement to provide special treatment with respect to matters pertaining to SN-ICC without fully disclosing such an exchange to the Board of Directors;
- Provide goods or services to SN-ICC as a paid vendor to SN-ICC only after full disclosure to, and advance approval by, the Board of Directors, and pursuant to any related procedures adopted by the Board;
- Not persuade any employee of SN-ICC to leave the employ of SN-ICC or to become employed by any person or entity other than SN-ICC; and
- Not persuade or attempt to persuade any member, exhibitor, advertiser, sponsor, subscriber, supplier, contractor, or any other person or entity with an actual or potential relationship with SN-ICC to terminate, curtail, or not enter into its relationship with SN-ICC, or to reduce any benefit that may be provided to SN-ICC with respect to such relationship.

This policy shall apply to the members of the SN-ICC Board of Directors as well as to SN-ICC’s employees. On an annual basis, all individuals to whom this policy shall apply shall be provided with a copy of this policy and required to complete and sign an acknowledgement and disclosure form prepared by the Board of Directors.

