

**CHELSEA SENIOR CITIZENS ACTIVITIES CENTER**  
**Conflict of Interest Policy**

Members of the Chelsea Senior Citizens Activities Center (CSCAC) shall disclose any personal interest which he or she may have in any matter pending before the CSCAC and shall refrain from participation in any decision on such matter. Such refraining can take the form of simple disclosure, leaving the room during discussion, not participating in the discussion, or recusing one-self from the issue altogether.

Any member of the CSCAC Board of Directors or Staff shall refrain from obtaining any list of CSCAC members or clients for personal or private solicitation purposes at any time during the term of board service or employment.

In addition to my service for the CSCAC, at this time I am a board member or an employee of the following organizations:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

This is to certify that I, except with regard to carrying out my duties as a board or staff member of CSCAC, or as described above, am not now, nor at any time during the past year have been a participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party doing business with the CSCAC which has resulted or could result in my personal benefit.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**Dated: July 20, 2011**