



Employee Name:

Centre:

Position:

Supervisors Name:

Date of Declaration:

Declare topic where conflict of interest could arise:

- ☐ Providing care to a child with whom they have or have had a personal relationship, both with the child and/or with the child's family
- ☐ Having a vested interest in an external business, which may provide materials or services to the organization
- ☐ Operating a consultation service or business in the same field of employment
- ☐ Having involvement in activities outside of the organization which interferes with an employee's ability to devote the time and attention to effectively carry out their job responsibilities at Umbrella Family
- ☐ Having involvement in activities outside of the organization that adversely reflect on the reputation of Umbrella Family
- ☐ Accepting services or materials, such as gifts, from a family or from business individuals as a result of the employer's job or position, or making use of a position with Umbrella Family to solicit services, client or materials for personal gain
- ☐ Accepting or offering fees, awards, and/or grants for opportunities to participate in a public forum or in media that arise from knowledge gained from employment and that result in personal benefit
- ☐ An employee's beliefs impacting their ability to carry out the organization's mission, vision and/or values
- ☐ Other:

Please explain the details of the conflict of interest:

FOLLOWING TO BE FILLED IN BY SUPERVISOR:

Date Received:

Is further follow up required:

NO YES

Additional details (If yes):

Supervisor Signature:

Date:

Program Manager Signature:

Date:

Staff Member Signature:

Date: