

- c. Is the employment the type that could reasonably give rise to criticism or suspicion of conflicting interests or duties?
 - d. Would the outside employment provide a proven benefit to the state?
 - e. Would failure to approve the outside employment prove an extreme hardship to the client or employee?
6. If the decision is made to deny the employee, the employee shall be informed in writing that the activity considered is a conflict of interest, and a copy shall be placed in the employee's personnel file.
7. A USBE employee may appeal a decision, in writing, to the Superintendent.

Reporting and Violations

1. Employees may consult their immediate supervisor, any other supervisor in their direct chain of command, or the Division of Human Resource Management regarding conflict of interest questions.
2. If an employee is concerned about a potential violation of the conflicts of interest policy, they may report it verbally or in writing to their immediate supervisor, any other supervisor in their direct chain of command, or the Division of Human Resource Management.
3. Any violation of this policy may result in disciplinary and/or legal action, as appropriate. Violations of this policy will be reviewed and handled in accordance with the USBE's established disciplinary procedures.

IV. HISTORY:

This policy was updated October 5, 2020 and replaces Board Policy 1005 and revisions to Policy 04-05, which was originally adopted October 6, 2020.