



## **ADVISORY COUNCIL**

### **Confidentiality & Conflict of Interest Agreement**

NAHAD Hose Safety Institute (HSI) Advisory Council members serve an important role on behalf of the association, their company and the industry. As such, Advisory Council members agree to comply fully with the NAHAD policies listed below and affirm their conformance with these policies by their signature.

#### **CONFIDENTIALITY POLICY**

NAHAD and HSI deem it necessary to maintain a certain degree of confidentiality at Advisory Council meetings in order to promote the frank and open discussion of industry-specific experiences. The Council member shall not divulge, at any time and in any manner, to anyone not present at an Advisory Council meeting, any of the information or views presented at the meeting, which have been designated as confidential by the individual presenting such information or views. Further, Council deliberations and/or conclusions may not be divulged at any time and in any manner unless the Council specifically agrees to those disclosures.

#### **CONFLICT OF INTEREST POLICY**

1. Advisory Council members have a duty to conduct themselves without conflict to the interests of NAHAD and the Hose Safety Institute. In their capacity as Council members, they must subordinate personal, individual business, third-party, and other interests to the welfare and best interests of NAHAD and the Hose Safety Institute.
2. A conflict of interest is a transaction or relationship which presents or may present a conflict between a Council member's obligations to NAHAD and the Council member's personal, business or other interests.
3. All conflicts of interest are not necessarily prohibited or harmful to NAHAD and/or the Hose Safety Institute. However, it is required that any such interested Council member(s) make full, advanced disclosure of any and all actual, or potential, conflicts, to the NAHAD Standards Committee. A determination by the disinterested members of the NAHAD Standards Committee will be required.
4. All actual and potential conflicts of interests shall be disclosed by Council members to the NAHAD Standards Committee through the annual disclosure form and/or whenever a conflict arises. The disinterested members of the NAHAD Standards Committee shall make a determination as to whether a conflict exists and what subsequent action is appropriate (if any). The NAHAD Standards Committee shall inform the Advisory Council of such determination and action. The NAHAD Board shall retain the right to modify or reverse such determination and action, and shall retain the ultimate enforcement authority with respect to the interpretation and application of this policy.

5. On an annual basis, all Council members shall be provided with a copy of this policy and required to complete and sign the acknowledgment and disclosure form below. All completed forms shall be provided to and reviewed by the NAHAD Standards Committee, as well as all other conflict information provided by Council members.

If at any time following the submission of this form I become aware of any actual or potential conflicts of interest, or if the information provided below becomes inaccurate or incomplete, I will promptly notify the NAHAD Executive Vice President in writing.

Disclosure of Actual or Potential Conflicts of Interest:

I am aware of no conflicts of interest at this time

As noted below:

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By signing this document, I agree to comply in full with the policies noted above throughout my service as a Hose Safety Institute Advisory Council Member.

Council Member Printed Name: \_\_\_\_\_

Council Member Signature: \_\_\_\_\_

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