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|  | <b>NEPN Code:</b> GBEAA/STI |
| <b>Policies and Regulations</b>   |                             |

**Personnel**

**Employee Conflict of Interest**

Public confidence in the impartiality, independence, and integrity of Southeast Technical Institute employees is essential for the proper administration of STI’s affairs. To maintain this confidence, employees must not participate in activities that may or will conflict with their obligations to STI.

Employees of STI will not engage in or have financial interest, directly or indirectly, in any activity that conflicts (or raises a reasonable question of conflict) with their duties and responsibilities at STI.

Employees may not use or attempt to use information not available to the public to gain a benefit for themselves or anyone else.

Where an employee perceives a conflict exists or is unsure as to whether or not a conflict of interest exists, the employee should discuss the matter with and receive permission from his/her supervisor and the President prior to engaging in the conduct.

This policy applies to all STI employees.

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| Policy    |          | Board Action |
| Adopted:  | 11-13-07 | 34881        |
| Reviewed: | 10-25-10 | 35865        |