

**CUMBERLAND VALLEY VOLUNTEER FIREMEN'S ASSOCIATION**  
**Conflict of Interest Policy and Disclosure Form**

In their capacity as officers and members of the Board of Directors (the "Officers and Directors") or as committee members with any delegated expenditure authority (the "committee members") of the Valley Volunteer Firemen's Association ("CVVFA"), the Officers and Directors and committee members must act at all times in the best interests of the CVVFA. The purpose of this policy is to help inform the Officers and Directors and committee members about what constitutes a conflict of interest, assist the Officers and Directors and committee members in identifying and disclosing actual and potential conflicts, and help ensure the avoidance of conflicts of interest where necessary. This policy may be enforced against individual Board members, officers, or committee members as described below.

**CONFLICT OF INTEREST POLICY**

1. The Officers, Directors, and committee members have a fiduciary duty to conduct themselves without conflict to the interests of the CVVFA. In their capacity as Officers, Directors, and committee members they must subordinate personal, individual business, third-party and other interests to the welfare and best interests of the CVVFA.
2. A conflict of interest is a transaction or relationship which presents or may present a conflict between the obligations of Officers, Directors, and committee members to the CVVFA and the personal, business or other interests of the Officers, Directors, and committee members.
3. All conflicts of interest are not necessarily prohibited or harmful to the CVVFA. However, full disclosure of all actual and potential conflicts, and a determination by the disinterested Board members – with the interested Officer(s), Director(s), and/or committee member(s) recused from participating in debates and voting on the matter – are required.
4. All actual and potential conflicts of interests shall be disclosed by Officers, Directors, and committee member to the CVVFA Board through the annual disclosure form and/or whenever a conflict arises. The disinterested members of the CVVFA Board shall make a determination as to whether a conflict exists and what subsequent action is appropriate (if any). The Board shall retain the ultimate enforcement authority with respect to the interpretation and application of this policy.
5. On an annual basis, all Officers, Directors, and committee member 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 CVVFA Board and Attorney (if any), as well as all other conflict information provided by Officers and Directors.

\* \* \* \* \*

**ACKNOWLEDGMENT AND DISCLOSURE FORM**

I have read the CVVFA Conflict of Interest Policy set forth above and agree to comply fully with its terms and conditions at all times during my service as a CVVFA Officer, Director, and/or committee member with any delegated expenditure authority. 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 CVVFA President (or, in the absence of the President, the First Vice President) and attorney, if any, in writing.

**Disclosure of Actual or Potential Conflicts of Interest (for Annual Reporting purposes, if there are none please write "None" and complete and return the form):**

---

---

---

---

---

**Signature:**

---

**Printed Name:**

---

**Date:**

---