

## **AL TECH LOAN COMMITTEE CODE OF ETHICS**

The proper administration of the Al Tech Loan committee requires it's committee members to be independent, impartial, and free from conflicts of interest in fulfilling their responsibilities so that the public will have confidence in the integrity of it's decisions.

- A. Therefore, the public interest requires that this code of ethics be adopted as a standard of conduct.
  
- B. This code of ethics represents a balancing of the need for eliminating real conflicts of interest with the recognition that membership in voluntary organizations devoted to public service is a laudable endeavor that should be encouraged.

### Conflicts of Interest

- A. No committee member shall engage in any action, which constitutes, or reasonably gives the appearance of being, a conflict of interest with the performance of his/her official duties. Without limiting the generality of the definition of the term conflict of interest, a Committee Member shall be deemed to have a conflict of interest if:
  - 1. The person willfully engages in any business activity or professional activity or shall have a financial or other private interest, direct or indirect, or incurs any obligation of any nature, which is in substantial conflict with the proper discharge of his/her official duties.
  - 2. The person receives or has any financial interest in any sale of any service or property when such financial interest was received with the knowledge that the Al Tech Fund intended to finance such property or obtain such service.
  - 3. The person uses or attempts to use his/her official position to secure unwarranted privileges or exemptions for himself/herself or others, including members of his/her family.
  - 4. The person engages in or accepts private employment or engages in any business transaction or professional activity or makes any investment which will impair his/her independence of judgment in the exercise of his/her official duties or will interfere in any manner whatsoever with the discharge of his/her official duties.

5. The person directly or indirectly solicits any gift or accepts or receives any gift or favor, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, from any person, firm, or corporation as an inducement or to effect improperly the performance of the official duties or decision of such committee member.
  6. Any committee member knowingly has a financial or other private interest in any legislation or other matters coming before the County Legislature and knowingly fails to disclose such interest and/or fails to abstain from voting and/or otherwise officially acting with regard thereto.
- B. The foregoing acts are listed by the way of example and are by no means to be deemed all-inclusive. Every committee member shall endeavor to pursue a course of conduct which will not raise suspicion among the public that he/she is likely to be engaged in acts that are in violation of his/her trust.
- C. If any committee member must recuse himself/herself so as not to violate any of the enumerated conflicts of interest or for any other reason which may give rise to a conflict of interest not enumerated or give the appearance of conflict of interest or impropriety, said Committee Member shall recuse himself/herself by notifying the Committee or Committee Chair.

#### Disclosure of Confidential Information

- A. No committee member shall disclose, without proper authority, confidential information concerning the property or affairs of the loan fund or loan fund applicants nor shall he/she use such information to advance the financial or other private interest of himself/herself or others.
- B. No committee member shall accept employment or engage in any business or professional activity which will require his/her to disclose confidential information which he/she has gained by reason of his/her official position or authority.