

**Conflict of Interest Policy**  
**Leave No Trace Center for Outdoor Ethics**  
**Board of Directors**

The following policy is adopted by the Board of Directors of the Leave No Trace Center for Outdoor Ethics (Leave No Trace) to promote a high level of organizational integrity and the avoidance of undisclosed conflicts of interest involving members of its Board. The policy is intended to assure that Leave No Trace will be fully informed with respect to any direct or indirect financial interest of the Leave No Trace board members in the activities of Leave No Trace.

No board member shall permit his or her personal interest conflict, or appear to conflict with the interest of Leave No Trace.

Members will avoid any situation which might compromise, or appear to compromise, the exercise of their judgment in the best interest of Leave No Trace.

Board members are expected to act fairly and honestly in all transactions with Leave No Trace and to otherwise maintain the high ethical standards of Leave No Trace. Such conduct includes full disclosure of any relationship which is, or which might appear to be, in any way prejudicial to Leave No Trace or which might, or which might appear to, allow the member to benefit financially from a direct or indirect association with Leave No Trace.

Without prior permission of the Chairman of the Board and disclosure to the Board, a board member may not accept fees or commissions or other things of value in connection with any transaction with or on behalf of Leave No Trace, or accept payments or other financial benefits for consulting or other services to Leave No Trace.

Any person with a conflict of interest, or who otherwise may be unable to act impartially without real or apparent self interest, shall recuse himself or herself from votes on related matters before the Board.

Each board member will sign and deliver to the Chairman of the Board a written statement in the form attached hereto, disclosing his or her direct, or indirect, financial interest in any activity of Leave No Trace, including, but not restricted to, a relationship or affiliation with any person, firm,

or entity which proposes to do business with Leave No Trace or which competes directly or indirectly with Leave No Trace. The information provided must be sufficient to allow the Chairman to consider all direct or indirect relationships, existing or potential. Failure to provide such information may result in the removal of the member from the Board or staff. The Chairman will notify each board member of the information provided by such member in regards to any potential conflict.

**Leave No Trace Center for Outdoor Ethics**  
**Disclosure with Respect to Potential Conflicts of Interest**

**CONFLICT OR POTENTIAL CONFLICT:**

I, \_\_\_\_\_ hereby give notice to the Board of Directors of  
(Name of Board Member)  
the Leave No Trace Center for Outdoor Ethics (Leave No Trace) that I have a relationship with the following named person or entity which does business with Leave No Trace or competes with Leave No Trace or which otherwise has a direct or indirect financial interest in the activities with Leave No Trace.

\_\_\_\_\_  
(Name and Address of Person or Entity)

I further state that I am an:

- \_\_\_\_\_ Owner (Owner in Part)
- \_\_\_\_\_ Director
- \_\_\_\_\_ Officer
- \_\_\_\_\_ Employee
- \_\_\_\_\_ Contractor
- \_\_\_\_\_ Other (Describe: \_\_\_\_\_)

of the above named person or entity.

I submit the following additional information so that the Board of Directors may be fully informed about this relationship or affiliation and of any other direct or indirect financial interest which I may have in any activity of Leave No Trace:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I agree to provide to the Chairman of the Board of Directors of Leave No Trace (who will send such information to the members of the Board) such additional information as the Executive Director and/or the Chairman reasonably requests to enable the Board of Directors to fully consider these matters.

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Signature

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Date

**NO CONFLICT:**

I, \_\_\_\_\_ hereby give notice to the Board of Directors of  
(Name of Board Member)  
the Leave No Trace Center for Outdoor Ethics (Leave No Trace) that I have NO relationship or  
affiliation with ANY person or entity which does business with Leave No Trace or competes with  
Leave No Trace or which other wise has a direct or indirect financial interest in the activities of  
Leave No Trace.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date