

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS:
CONFLICT OF INTEREST

DBD-E

TYLER INDEPENDENT SCHOOL DISTRICT

EXHIBIT B DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST

Name _____ Position _____
Date _____

To the best of my knowledge, I and/or the following members of my immediate family have an interest in or relation to only the following companies or individuals selling products to the Tyler Independent School District:

Related party (family member) / Company	Type of business	Affiliation with company

Employee Signature & Date

Supervisor Signature & Date

Once this form is completed and both the employee and his/her supervisor has signed, send the original to the Assistant Superintendent of Finance & Operations who will distribute copies to Internal Audit, Purchasing, and Human Resources.

Route: Assistant Superintendent of Finance & Operations
Internal Auditor
Coordinator of Purchasing
Executive Director of Human Resources
Employee Personnel Folder

CONTACT: ASSISTANT SUPERINTENDENT OF FINANCE & OPERATIONS
POLICY: DBD

ADMINISTRATIVE REVIEW: August 2018