

## Conflict of Interest Policy Statement (See TCA Employee Handbook)

Employees are required to disclose to their supervisor any situation that creates a potential conflict of interest with proper discharge of assigned duties and responsibilities or creates a potential conflict of interest with the best interests of Texans Can. This includes the following:

- a personal financial interest;
- a business interest; and/or,
- any other obligation or relationship.

An employee with a substantial interest in a business entity or interest in real property must disclose the interest to Texans Can prior to the award of a contract or authorization of payment. An employee is considered to have substantial interest if a close family member (i.e., spouse, parent, child, or spouse's parent or child) has a substantial interest.