



LIFECHURCH.TV

Subject: Conflicts of Interest		
Effective Date: 3/1/08	Department: All	Page 1 of 1
Revised Date: NA		

PURPOSE:

To ensure staff members conduct LifeChurch.tv business free from actual or perceived conflicts of interest, and to ensure potential conflicts are disclosed to leadership timely.

POLICY:

- A. Conflict of interest means a conflict, or the appearance of a conflict, between the private interests and official responsibilities of a staff member, which may result in personal, financial or professional gain on the part of the staff member at the expense of LifeChurch.tv.
- B. The acceptance of personal gifts, cash or material items from any attendee, or other person or organization in partnership with LifeChurch.tv, is considered conflict of interest.
- C. Under no circumstance should a staff member solicit personal gifts of any kind from any attendee, person or organization in partnership with LifeChurch.tv.
- D. In connection with any actual or possible conflicts of interest, staff members must disclose the existence and nature of his/her personal, financial or professional interests to their supervisor. The Directional Leadership Team will determine if a conflict of interest exists, and possible steps to remove the conflict.
- E. Willful violations of the conflicts of interest policy represent disregard of LifeChurch.tv Core Values and may result in corrective action or termination.

PROCEDURES:

1. Staff members will voluntarily report any possible or actual conflicts of interest to their direct supervisor or the Human Resources Team.
2. Supervisors will report possible or actual conflicts to the Human Resources Team immediately upon realization of the conflict of interest.
3. The Directional Leadership Team will decide if conflict of interest exists.
4. If it is decided that conflict of interest does exist, the determination will be made on how to remove the conflict of interest.



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5. *When a staff member does not voluntarily come forward when conflicts of interest are present, corrective action will occur, up to and including termination.*