

**Conflict of Interest Disclosure Form for the
Path to Clean Air in the Richmond-North Richmond-San Pablo Area**

Name: _____
First Middle Initial Last

Mailing Address: _____

Phone: _____ **Email:** _____

Job Title: _____ **Employer:** _____

Do you live in the Richmond-North Richmond-San Pablo Area? [] No [] Yes

Transparency related to members’ financial, material, and vested interests is essential to ensuring public trust and building strong programs. Those seeking to serve on the Committee must disclose any actual, potential, or perceived conflicts of interest in their applications. Committee members must disclose such conflicts on an ongoing basis and failure to do so may result in dismissal from the Steering Committee.

“Interest” as used in this Conflict of Interest Disclosure Forum means a substantial financial, material, or vested interest in a business or organization that may be impacted by the work of this Committee. To avoid an actual, potential or perceived conflict of interest, ~~no~~ a person ~~can~~ who serves on the Richmond CERP Steering Committee if that person works for, is employed by, receives compensation from or serves on the Board of Directors or as an officer of an organization that receives funding, in-kind services or volunteers from an entity that is required to report emissions to or regulated by BAAQMD or CARB, ~~except for the single designated Industry Representative on the Steering Committee without must disclosing said conflict in the application.~~ A person has a “vested interest” in a business or organization if they have a personal stake in that entity’s success. A financial, material, or vested interest is “substantial” if it is both greater than interests of the local general population and is large enough to actually impact that person’s wellbeing. These definitions recognize that most members of the community benefit in minor and indirect ways from the success of regulated businesses or operations. The intent of this Form is to focus on only those interests that stand out when compared to the average community member.

A conflict of interest occurs when an individual’s personal or professional interests and affiliations – family, friendships, financial, or social factors – could compromise his or her judgment, decisions, or actions as a member of the Steering Committee. Conflicts of interest can be differentiated between actual, potential, and perceived conflicts of interest. An **actual conflict** exists if an action taken by a member **will** result in a financial or personal gain or loss to the member or to the member’s relative or any business/organization in which they have a material interest. A **potential conflict** exists if an action taken by a member **may** result in a financial or personal gain or loss to the member or to the member’s Relative or any business/organization in which they have a material interest. A **perceived conflict** exists when the public or a third party could form the view that a member’s private or professional interests could improperly influence their decisions or actions, now or in the future.

47 List all names under which you or members of your household do any business which may be impacted
48 by the Path to Clean Air in Richmond-North Richmond-San Pablo Steering Committee decisions. Include
49 the business address and a brief description of the business: *(add rows as needed)*
50

Name	Business Name & Address	Description

51
52
53 If you, a member of your household, or the business/organization you own or work for has engaged or
54 intends to engage in any financial transactions with businesses or organizations that may be impacted
55 by the Path to Clean Air in Richmond-North Richmond-San Pablo Steering Committee decisions, please
56 describe the nature of the transactions and the amount of money involved. A business or organization
57 is “impacted” if it is subject to additional emission reduction requirements, or if it is otherwise affected
58 in a substantial way. For example, include professional or service contracts, grants awarded, and
59 provisions of materials or supplies. *(add rows as needed)*
60

Name of Business	Type of Transaction	Amount of Transaction

61
62 Do you, or a member of your household have, or think you may have, any **actual conflicts of interest**
63 relative to your role on the committee? [] NO [] YES
64

65 ***If YES, please describe:***

66
67 Do you or a member of your household have, or think you may have, any **potential conflicts of interest**
68 relative to your role on the committee? [] NO [] YES
69

70 ***If YES, please describe:***

71
72 Are you aware of any situations that **might give the appearance of a conflict of interest** – even if it may
73 not be a potential or actual conflict of interest – relative to your role on the committee? [] NO [] YES
74

75 ***If YES, please describe:***

76
77
78
79
80
81
82
83
84

My signature on this document affirms that all information I have supplied for this form is true and complete to the best of my knowledge and that I will update this information on an ongoing basis should any relevant situation(s) arise. I understand that failure to disclose conflicts may result in dismissal from the Committee.

Signature: _____ **Date:** _____

DRAFT