

**YAKIMA COUNTY
CONFLICT OF INTEREST POLICY
POLICY NO. HR - 018**

It is Yakima County's policy that all employees avoid any conflict between their personal interests and those of the County. The purpose of this policy is to ensure that the County's honesty and integrity, and therefore its reputation, are not compromised. The fundamental principle guiding this policy is that no employee should have, or appear to have personal interests or relationships that actually or potentially conflict with the best interest of the County.

The County recognizes the right of employees to engage in activities outside of their employment which are of a private nature and unrelated to County business.

It is not possible to give an exhaustive list of situations that might involve violations of this policy. However, the situations that would constitute a conflict in most cases include, but are not limited to an elected official or employee:

1. Using his or her position to secure special privileges or exemptions for the employee or others.
2. Disclosing confidential information gained by reason of an employee's position, or using such information for the employee's personal gain or benefit.
3. Directly or indirectly giving, receiving or agreeing to receive any compensation, gift, reward, or gratuity from a source other than the County for the performance of the employee's services.
4. Holding an interest in, or personally profiting from an organization that does, or is seeking to do business with the County, by any employee who is in a position to directly or indirectly influence either the County's decision to do business, or the terms upon which business would be done with such organization.
5. Being employed by (including as a consultant) or serving on the board of any organization which does, or is seeking to do business with the County.
6. Accepting employment or engaging in business or professional activities which may require the employee to disclose confidential information acquired by reason of his or her official position.
7. Engaging in unapproved soliciting or use of an employee's position to directly or indirectly coerce others.
8. Where a member of the elected official or employee's immediate family is involved in situations such as those listed above.

A policy of full disclosure must be followed to assess and prevent potential conflicts of interest. It is the elected official and/or the employee's responsibility to report any actual or potential conflict that may exist to the Human Resources Director and the Board of County Commissioners.

Adopted Copy Available at
Yakima County Human Resources
128 N. 2nd Street, Room B27
Yakima, WA 98901