

# Principles of Business Conduct Compliance Certificate and Conflict of Interest Disclosure Statement

## Principles of Business Conduct Compliance Certificate

I have read and understand the IEEE Principles of Business Conduct. I will adhere in all respects to the standards described therein. I further confirm my understanding that any violation of the IEEE Principles of Business Conduct will subject me to appropriate disciplinary action, which may include termination of my volunteer/member position or discharge from my staff position.

I certify to IEEE that I am not potentially in violation of the requirements of the program, unless I have noted that potential in a signed Statement of Exceptions (brief written description of the possible violation) attached to this Compliance Certificate.

**Please answer the following:**

**Is a Statement of Exception needed?**

**Yes                      No**

**If yes, please enter Statement of Exceptions:**

## Conflict of Interest Disclosure Statement

1. Are you or is any member of your immediate family affiliated with a business that supplies property, goods or services to IEEE or engages in any business that is competitive with IEEE or is a client of IEEE?

**Yes                      No**

**If yes, please explain:**

2. Do you or any member of your immediate family have a direct or indirect interest in a business that supplies property, goods or services to IEEE or is in competition with IEEE or is a client of IEEE?

**Yes                      No**

**If yes, please explain:**

3. If you answered "Yes" to Questions 1 and/or 2, in the past 12 months have you made a business decision on behalf of IEEE with any business names in the responses to those questions?

**Yes                      No**

**If yes, please explain:**

4. In the past 12 month, have you received any compensation, loan, gift, benefit or unusual hospitality from any supplier, competitor, or client of IEEE?

**Yes                      No**

**If yes, please explain:**

5. Have you received, or do you expect to receive compensation from any unrelated organization or individual for services rendered to IEEE?

Yes No

If yes, please explain:

6. Do you have any other business or personal relationships, not covered in your answers to Questions 1 through 5 above that could appear to be a conflict of interest?

Yes No

If yes, please explain:

**ATTESTATION:**

I have entered required responses to the Principles of Business Conduct Compliance Certificate and to the Conflict of Interest Disclosure Statement to the best of my knowledge and belief.

Are you an IEEE employee/volunteer? Yes No

If no, please select checkbox:

I have read and understand the IEEE Code of Ethics, particularly as it relates to the potential conflicts of interest noted above.

**Please provide the following information:**

Full Name:

Date:  Staff or Volunteer Position:

Conference Title and Year (If applicable):

City:  State/Province:

Zip code (Mail code):  Country:

IEEE Location for Staff or Address for Volunteers:

Telephone number (Including Area Code and City Code):

E-Mail address: