

# HELENA AREA TRANSPORTATION ADVISORY COUNCIL (HATAC)

## Conflict of Interest Policy and Procedure

Annually the members of the Helena Area Transportation Advisory Council (HATAC) must complete and sign this disclosure form stating that they understand and have read/reviewed the HATAC Conflict of Interest policy and agree to adhere to it.

**POLICY:** A Conflict of Interest would occur if the HATAC member were to initiate a project for funding or vote to fund a project in which the member would benefit directly, financially.

**PROCEDURE:** Whenever there is reason to believe that the actions of any member may be in violation of the state conflict of interest laws, the Chair should be notified immediately. The Chair may consult with legal Counsel whenever it is suspected there could be a conflict of interest.

If the matter cannot be resolved immediately, the vote in question is deferred until the Executive Committee can act on the conflict issue.

The member is replaced in the event that the member is found to have a conflict that cannot be eliminated by having the member refrain from voting or engaging in discussion leading to a vote of an issue before the HATAC, or if a member knowingly votes on an issue that is later proven to be a conflict of interest for them.

I have read and understand the Conflict of Interest Statement above. I accept and will comply with provisions of the Statement.

HATAC Member Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_