

# FORENSIC SPECIALTIES ACCREDITATION BOARD

A Colorado Nonprofit Corporation

## ANNUAL AGREEMENT AND DISCLOSURE CONCERNING IMPARTIALITY, CONFLICT OF INTEREST, AND CONFIDENTIALITY FOR PERSONS INVOLVED IN FSAB ACCREDITATION ACTIVITIES<sup>1</sup>

To ensure the integrity of the Forensic Specialties Accreditation Board, Inc. (FSAB), its Officers, Directors, Affiliates, Contractors, and Committees and the processes, judgments, and decisions they make, I agree to conform to applicable FSAB policies and procedures and implement fully and honestly the FSAB accreditation processes. I also agree to execute my duties in an impartial and objective manner, free from conflicts of interest, and that I must safeguard the objectivity and impartiality of all the FSAB activities. I agree to notify the FSAB President immediately of any existing, prior, or foreseeable relationships that may compromise my impartiality and objectivity. By signing this agreement, I am affirming that:

1. I am free from commercial, financial, and other pressures that could compromise impartiality;
2. I have received a copy of the FSAB's Conflict of Interest Policy (Policy);
3. I have read and understand the Policy; and
4. I understand that FSAB is a nonprofit organization and in order to maintain its federal tax-exempt status it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

In accordance with the Policy, I am disclosing the existence of the following commercial, financial, or other situations to allow the FSAB board to determine whether a conflict of interest exists (use the space below or attach a separate document):

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I further agree that all business-related information I receive during my activities for, or on behalf of, FSAB that is not otherwise publicly available is to be considered confidential. The release of confidential information to unauthorized persons or entities could cause harm to the FSAB and the integrity of its processes, judgments, and decisions. I therefore agree not to disclose such confidential information, unless required by law, to any person, including members of the FSAB who have not been designated to receive it.

I understand the duty of non-disclosure applies regardless of my own opinion as to the significance of the confidential information. I also agree not to discuss publicly such confidential information even if it has been disclosed through the actions of others. In particular, when serving as a member of an Application Review Committee (ARC) I will neither discuss the progress nor the information specific to any ARC review or assessment other than with ARC members until directed to do so by the President of the FSAB, and then only with the FSAB.

This non-disclosure duty applies with respect to any individual who is neither a member of the ARC nor an official in the CAB under review.

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<sup>1</sup> This agreement applies to all FSAB Officers, Directors, Affiliates, Contractors, and Committees

The same duty to protect confidential information pertains to FSAB service on standing and ad hoc committees, such as the Complaint Review Committee.

I acknowledge that this is a legally enforceable contract executed in exchange for my service with the FSAB and that if I violate this Agreement the FSAB may, at its discretion, take disciplinary action according to FSAB's organizational documents and policies and report such alleged violation to any professional organizations to which I belong, or under which I am licensed or certified, and/or take legal action.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date