Checklist as you review a conflict of interest declaration

If you know the faculty member does any of the following, is it in the declaration?

- Consulting work – name of consulting company, major clients, income earned, description of work done, how the faculty member keeps this work separate from their UBC work, when and where they disclose clients and working relationship.
- Any kind of board such as directors, advisory,etc – name of organization, what the organization does, their role, time commitment, money earned even if $0 or stock options that are difficult to value. When and where they disclose this work.
- Protecting Students including Graduate Students from pressure on their studies, research and academic freedom. Specifically, pressure that might come from the faculty member's consulting, board work or other outside interests that overlap with their University work. Include how they keep these separate and protect the students.
- Gifts received as part of working at the University.
- Use of the University's resources for non-University work including office space, office equipment and how they reimburse the University for the use of these resources at fair market rates.
- A personal relationship with someone they teach, supervise or have a say in the tenure of. Who the person is, the relationship, how they keep the two roles separate and how they protect those impacted such as students or co-workers.

For Help:

With Conflict of Interest or Conflict of Commitment questions, please contact Christine Hjorleifson, Conflict of Interest Administrator at 604-822-8623 or christine.hjorleifson@ubc.ca

While working in RISe, contact risesupport@ors.ubc.ca or 604-878-7473 and press 0.

Feb 28, 2012