



GRAND COUNTY DISCLOSURE STATEMENT

TO: ALL GRAND COUNTY OFFICERS, EMPLOYEES, AND VOLUNTEERS

FROM: GRAND COUNTY ATTORNEY

SUBJECT:ETHICAL AND DISCLOSURE REQUIREMENTS

All Grand County officers, employees and volunteers must be aware of and abide by County Ordinance and the County Officers and Employees Disclosure Act (Utah Code §§ 17-16a-1, *et seq.*, as amended) which prohibit or require disclosure of certain actual or potential Conflicts of Interest, as defined in Grand County Ordinance No. 593, as follows:

PROHIBITED ACTS:

1. County officers, employees and volunteers shall not:
 - a. use their office, employment, or volunteer status for private advantage by revealing confidential, controlled, private or protected information gained through that position;
 - b. use their County position to secure special privileges;
 - c. accept other investment or employment that would reasonably be expected to interfere with the ethical performance of their public duties;
 - d. knowingly receive, accept, take, seek or solicit, directly or indirectly, any gift or loan for themselves or another in violation of Sections 2.0 and 3.0 of Ordinance No. 593; or
 - e. participate in discussions, deliberations, decision-making or voting regarding any direct outside, private Financial Interest held by them or a member of their household.

DISCLOSURE:

1. County officers, employees and volunteers shall disclose:
 - a. all interests in a business entity regulated by the County or doing business with the County;
 - b. compensation for assistance in transaction involving the County;
 - c. any Conflict of Interest as defined in Ordinance No. 593.
2. All written disclosures must be sworn statements containing the information required above and be in a form similar to that on the reverse side of this document. All such statements are public records, open to public inspection. All disclosures must be made as provided in Sections 4.0 and 5.0 of Ordinance No. 593.

Violation of County Ordinance and the County Officers and Employees Disclosure Act may result in disciplinary action or criminal prosecution. Any violations will be thoroughly investigated and prosecuted. Please be aware that this document is a shortened and simplified statement of the legal requirements of Ordinance No. 593 and the County Officers and Employees Disclosure Act. **YOUR CONDUCT WILL BE GOVERNED BY COUNTY ORDINANCE AND UTAH LAW, NOT THIS FORM.** Feel free to direct any questions regarding this form to the Grand County Attorney's office.

GRAND COUNTY DISCLOSURE STATEMENT

FOR DISCLOSURE OF PERSONAL OR BUSINESS INTERESTS

(Use one form for each outside business entity, institution, or person involved)

Under the provisions of Grand County Ordinance No. 593 and the County Officers and Employees Disclosure Act, Utah Code §§ 17-16a-1, as amended, I, the undersigned, under penalties of perjury, make the following statement regarding my personal or business interests:

A. _____
Name _____ Position/County Department _____ County Phone _____

B. FOR PERSONAL INTERESTS (NON-RESTRICTED CONFLICT OF INTEREST):

Describe the nature of the personal interest _____

Location or address of personal or real property involved _____

Describe the relationship between the personal interest and business of Grand County _____

C. FOR BUSINESS INTERESTS (INCLUDES RESTRICTED OR NON-RESTRICTED CONFLICT OF INTEREST):

Business entity or person involved _____

Describe your status, employment or investment in the business entity or with the person involved _____

Address and phone number of business entity or person involved _____

Described the nature of the assistance you are providing to the business entity or person named above, or the nature of the economic interest or employment you hold in the business entity or with the person involved _____

Describe the relationship with or transaction between the business entity or person involved and Grand County _____

D. ADDITIONAL NOTES:

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the _____ day of _____, _____, at _____.
Date Month Year City or other location, and state or country

Printed name

Signature

This statement is a public document. It must be filed with the County Council Administrator and HR Director. It must be filed when the potential Conflict of Interest arises and re-filed every January as long as the potential Conflict of Interest persists.