



# Conflicts of Interest

Conflicts of interest have become a fact of life as work and personal lives become more intertwined. And they've become much more visible - impacting your workplace culture, reputation, and brand.

This Conflicts of Interest program introduces learners to what conflicts of interest are and how they can influence decision-making and reputation. It also shows learners how even the perception of a conflict of interest can hurt the trust and reputation of the people involved.

This program focuses on giving learners practical guidance - particularly to those who may assume that a conflict of interest automatically means they've done something wrong.

## This program teaches learners about:

- What conflicts of interest are
- The appearance of conflicts of interest
- How to identify conflicts of interest
- How people get into trouble by mishandling conflicts of interest
- Common conflicts of interest related to personal relationships, financial interests and activities.

Live action video workplace scenes show learners how these issues can be raised and often easily resolved. We also give learners direct access to experts and the ability to anonymously ask questions from within the program while questions are fresh in their minds.

### Program Length

- 20 minutes

### Languages

- English and translatable

### Audiences

- This program is appropriate for both managers and employees

### Required Program Elements

- A PDF of, or link to, your written conflicts of interest policy

### Optional Program Elements

- A PDF of, or link to, your written nepotism policy
- A PDF of, or link to, your written outside employment policy
- A PDF of, or link to, your written gifts and giving policy



# Content Summary

<b>Lesson Title</b>	<b>Lesson Content</b>
1. Making Clear Decisions	Why conflicts of interest matter.
2. What Are Conflicts of Interest?	People throw around the term "conflict of interest" a lot sometimes. But what does it really mean? And do you need to worry about more than an actual conflict of interest?
3. Common Issues	Conflicts of interest can crop up in all sorts of circumstance. But a lot of problems relate to three kinds of situations: personal ties, financial interests and outside activities.
4. How Do People Get Off Track?	Conflicts of interest are common - but can often be resolved. So how do people get off track?
5. How to Handle Conflicts of Interest	Conflicts of interest aren't that uncommon - but they can usually be resolved or mitigated. It starts with recognizing when they exist and not just assuming that you can simply ignore them.
6. Policies and Reporting	Policy and reporting guidance.
7. Post-Program Survey	A chance for learners to give feedback on the training and the health of your organization in this area.