

**Approved by: Managing Director**



# PSA

**Document Title : Conflict of Interest Statement**

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[illegible]

**Subject: Conflict of Interest Statement**

**his Statement must be completed by all persons responsibly connected to operations of PSA Certification Services, including but not limited to: Inspectors, Certification Services Management Committee Members, Certification Employees, and Certification and Quality Contractors. PSA can provide anyone that has submitted a report in the past with a list of all recorded COIs. Please contact us to request your current list.**

**CONFLICT OF INTEREST POLICY**

See the PSA Certification Services Program Manual for the complete PSA policy on Impartiality and Conflict of Interest.

Inspectors may not inspect anyone with whom they have a Conflict of Interest. Certification staff members may not make certification decisions relevant to an operation's certification status if they have a Conflict of Interest.

PSA allows inspectors and others to also identify operations with whom there are close friendships, disagreements, or other situations that could affect impartiality or give a perception of doing so.

A Conflict of Interest exists if you, or your immediate family member, in the previous 24 months held a commercial interest in, or provided consulting services to, an operation enrolled in a PSA Certification program. Your “immediate family” includes your spouse, minor children, or blood relatives who reside in your immediate household. A Conflict of Interest may exist if you, for any reason, have insufficient objectivity regarding the operation to perform your role in certification with impartiality.

Examples of situations where you may have a Conflict of Interest with a PSA Client include, but are not limited to the following:

- a) You are party to a transaction involving the sale or distribution of the client’s products.
- b) You have a material financial interest in the outcome of any transactions involving the products of the client.
- c) You work for the client in any capacity.
- d) You have direct financial interest in an entity that is a supplier/vendor to the client.
- e) You have an immediate family interest in the client in any capacity.

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In addition to conflicting relationships that currently exist or have transpired, a conflict begins once you are aware of the impending likelihood of such a future relationship with the client.

You may provide advice and information to clients to help them understand regulations and requirements of certification. Assisting a client in overcoming an identified barrier to certification is considered "Consulting," and will require that you declare a Conflict of Interest with the client to PSA. If prior to inspection / certification, you have performed consultation for, or accepted gifts of any kind from a PSA client, you must disclose this to PSA by reporting a Conflict of Interest. Failure to do so is unacceptable and constitutes grounds for dismissing the inspector or employee.

If a Conflict of Interest should arise, PSA will address the conflict in accordance with impartiality provisions in PSA Certification Services Program Manual and in compliance with applicable standards.

**STATEMENT OF CONFLICTS OF INTEREST AND STATEMENT OF INTEREST**

Please state the business name and PSA client code of any operation or member within the PSA Certification Program with whom you may have a Conflict of Interest or for whom your impartiality may be impaired. Please include the last date of your activity that would cause a Conflict of Interest, or write "ongoing."