

DOUGLAS COUNTY SHERIFF'S OFFICE		Policy and Procedure
Conduct		P&P-C-103
Conflict of Interest		
Effective Date: 04-02-25 Supersedes: 11-12-08	Approval: Sheriff	Number of Pages: 1
References: C.R.S. 24-18-104, 24-18-105, 18-8-308, CO Constitution Article XXIX	Reevaluation Date: Annually or as needed	Standards: ACA 7C-02 5 th Edition

I. RELEVANT STATUTES

- 18-8-308 *Failing to disclose a conflict of interest*
- 24-18-104 *Rules of conduct for all public officers, members of the general assembly, local government officials, and employees.*
- 24-18-105 *Ethical principles for public officers, local government officials, and employees.*

Colorado Constitution Article XXIX Ethics in government

II. PROVIDING SERVICES TO THE COUNTY

If an employee is a partner, stockholder, employee, manager, or has a member of their immediate family in a business that sells products or provides services to the County or has access to County information that may be used for private gain, the employee shall advise the Office of their interest in the business. This shall be completed in the form of an Office memo addressed to the Sheriff through their chain of command. The Sheriff, or their designee, will determine if a conflict of interest exists, and if so, will advise the employee, his or her supervisor and the Purchasing Department. [7C-02](#)

III. COMPLIANCE WITH C.R.S.

If a conflict of interest exists, the employee may choose to terminate their interest with the business or employment with the County. Failure to comply with these provisions is grounds for immediate termination and/or prosecution consistent with the intent of the Colorado Revised Statutes. It is also the policy of this Office that the guidelines in the Colorado Revised Statutes as related to ‘Conflict of Interest’ will be adhered to (see Title 24, Article 18, Parts 1 and 2).

By Order of the Sheriff