

Annual Report of Consulting & Outside Professional Activities For Calendar Year 2023

UMCES Policy and Procedures on Conflict of Interest and Conflict of Commitment requires all full and part-time faculty and exempt staff complete an annual report on outside professional activities. This includes:

- 1) Disclosure of all paid outside professional activities
- 2) Disclosure of all unpaid significant outside professional activities
- 3) A signed statement that the employee has read and is in compliance with the Policy of Conflict of Interest and Conflict of Commitment

For additional information, please refer to the Answers to [Frequently Asked Questions](#)

Check One:

☐ **NO:** I did not perform any **paid** outside professional activities nor any **unpaid** significant outside professional activities during 2023.

☐ **YES:** I performed **paid** outside professional activities and/or **unpaid** significant outside professional activities during 2023 and have listed them below.

If YES, please describe each activity. If more space is needed please attach additional page(s).

Dates mm/dd/yy	Hours Worked	Organization/Indv. For which activity was performed	UMCES/USM Fdtn. or MD State Agency? Y/N	Nature of Activity

I have read the University Policy on Conflict of Interest and Conflict of Commitment (found at <http://www.umces.edu/about/policy-II-3.10>, Section VI. B. and <http://www.umces.edu/about/procedure-II-3.10>, Section III.), and am in compliance with it.

Signature

Date

Printed Name

Lab Director or Unit Head Signature:

This is to be completed for the 2023 calendar year and must be signed and returned to your Lab Director or Unit Head by March 1, 2024.