

Decision Profile

DEXCOM Appeal Process for the Conflict of Interest Policy for District Office Employees and Volunteers

Decision Required:

To approve the Appeal Process for violations to the *Conflict of Interest Policy for District Office Employees and Volunteers*.

Why it is Coming to DEXCOM:

Violations of the *Conflict of Interest Policy for District Office Employees and Volunteers* may result in dismissal of employees or volunteers, and the policy includes reference to an appeal process determined by DEXCOM.

Background:

As part of the ongoing review process by the District Lead Team for operational policies, it was noted that the *Conflict of Interest Policy for District Office Employees and Volunteers* stated in section 8:

If the employee or volunteer is removed from their position and wishes to appeal the decision, a written request for appeal stating grounds must be submitted in accordance with the appeal process determined by DEXCOM.

There is currently no appeal process that has been determined by DEXCOM in support of the policy, yet DEXCOM is the neutral body that an employee or volunteer may appeal to for decisions related to violations of the policy made by the District Superintendent. While a process could be designed by DEXCOM in the event of an appeal, it was desired that an appeal process be proactively created to provide clarity and transparency for employees and volunteers.

Section 8 of the policy (attached) has since been amended to reference the inclusion of the Appeal Process as Annex A:

If the employee or volunteer is removed from their position and wishes to appeal the decision, a written request for appeal stating grounds must be submitted to DEXCOM in accordance with the Appeal Process outlined in Annex A.

Recommendation/Motion:

THAT the Appeal Process for violations to the *Conflict of Interest Policy for District Office Employees and Volunteers* be approved.