

Conflict of Interest (Appeal) Form

Commission Representative: a FEPAC employee, Commissioner, volunteer, consultant, or person acting in any way as the FEPAC’s designated representative.

Commission Representatives must conduct accreditation activities with integrity, act in FEPAC’s best interests, and disclose and address any actual or potential conflicts of interest. A conflict of interest arises when personal or financial relationships interfere—or appear to interfere—with the Commission’s interests or a Representative’s objectivity. Representatives must proactively identify situations that could raise concerns about professionalism and promptly report any real or potential conflicts to FEPAC’s Accreditation and Outreach Manager. (See FEPAC Policies and Procedures posted on [FEPAC’s Webpage](#))

Before any formal engagement by the Commission, all Commission Representatives shall file a Conflict-of-Interest Form (COI Form) with FEPAC’s Accreditation and Outreach Manager or designee for review.

INSTRUCTIONS: Complete the section below that corresponds to the role you will perform for the Commission.

Conflict-of-Interest Statement by the Appeal Board Member:

- I [redacted] have read and fully understand the FEPAC *Conflict-of-Interest and Disclosure policy* and the *FEPAC Commission Actions Policy - Appeal Procedure*. It is understood that the institution and program listed below is seeking an appeal of the FEPAC decision of (insert decision) [redacted] made on (insert date) [redacted].

Institution Name whose forensic science program is seeking appeal:	
Program Name:	

- I agree to participate in the FEPAC Appeals Process as detailed in the *FEPAC Commission Actions Policy - Appeal Procedure* in a fair, open, and unbiased manner, free of any external influences.
- I agree to evaluate the evidence for compliance with the *FEPAC Accreditation Standards*, not their compliance with any other set of standards or documents that may pertain to forensic science education.

I agree to maintain the confidentiality of the FEPAC accreditation system and will not discuss this appeal, the contents of appeal, or anything else related to the program’s appeal with anyone except FEPAC representatives.

I acknowledge that it is unethical for me to use any information I receive as a result of this appeal for FEPAC accreditation for my own personal or financial gain.

I agree that I will not discuss my personal opinions regarding the Appeal Board recommendation with anyone associated with the institution/program.

I know of no real or potential conflict of interest that would prevent me from participating in the FEPAC Appeals Process, and I believe that my participation in this process does not create any conflict of interest or the appearance of a conflict for me.

Conflict-of-Interest Statement by the Program Appellant:

I [redacted] have read and fully understand the FEPAC *Conflict-of-Interest and Disclosure policy* and the *FEPAC Commission Actions Policy - Appeal Procedure*. It is understood that the institution and program listed below is seeking an appeal of the FEPAC decision of (insert decision) [redacted] made on (insert date) [redacted].

Institution Name whose forensic science program is seeking appeal:	
Program Name:	

Pursuant to making said appeal, FEPAC, in accordance with *FEPAC Commission Actions Policy - Appeal Procedure*, the Chair of FEPAC has appointed the below listed individuals to serve on the Appeal Board:

	Name:	Agency:	City:	State:
Appeal Board Chair:				
Appeal Board Member:				
Appeal Board Member:				

I confirm that, to the best of my knowledge, I, the institution, and the program have no conflict or potential conflict of interest with the individuals appointed to the Appeal Board.

I further confirm that I am aware of no circumstances that would create the perception of a conflict of interest due to my participation in this Appeal.

If filed electronically:

Checking this box and entering my full name and date below constitutes my legal signature on this form.

Full Name		Date	
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Revision History

Date Revised	Summary of Revisions	Approved By