



## (ISC)<sup>2</sup> CONFLICT OF INTEREST POLICY FOR AWARDS PROGRAM

Through (ISC)<sup>2</sup>'s new strategic plan, we seek to create a shared vision of (ISC)<sup>2</sup>'s future within a safe and secure Cyber World. This Conflict of Interest (COI) policy guides the handling of conflicts of interest for award committees in the selection of the awardees; therefore, promoting the values of equality and inclusiveness, excellence and integrity in everything we do.

Conflict of Interest is generally recognized as a situation where there is risk that a professional judgment or decision could be influenced by some secondary interest. In the context of (ISC)<sup>2</sup> award committees, COI derives from a committee member's relationship with a nominee and/or affiliation with a nominee's institution. Members of (ISC)<sup>2</sup> award subcommittees avoid the appearance of any impropriety by adhering to the following guidelines.

1. **(ISC)<sup>2</sup> officers and executives do not serve as nominator or endorser for any nomination submitted for an (ISC)<sup>2</sup> award, including awards sponsored by (ISC)<sup>2</sup>'s Special Interest Groups.** This restriction includes the following (ISC)<sup>2</sup>'s officers: Chief Executive Officer (CEO), Chief Operating Officer (COO), Chief Financial Officer (CFO), General Counsel, Chief Information Officer and Vice President, Chief Product Officer and Vice President, Vice President of Sales and Marketing, Managing Directors, Directors and Controller.  
**Note:** This may not apply to the following awards: Board of Directors Awards, CEO Award (formerly Presidents Award).
2. **Members of an (ISC)<sup>2</sup> award committee do not serve as nominator or endorser for any nomination submitted to that committee.** If you have nominated/endorsed a candidate, inform the committee chair<sup>1</sup> immediately so that one of two actions may be taken: (a) the nomination will be set aside for the year, or (b) you will step down from the committee for the year.
3. **Members of an (ISC)<sup>2</sup> award committee should not be directly involved in nominations prior to their submittal.** You can answer general questions about what a nomination should include, but you should not pre-review or comment on draft nominations.

It is normal for the committee as a group to develop a list of potential candidates and a committee member may be asked to contact a potential nominator, but such communications should be kept general in nature so that they cannot be construed as assistance or raise expectations about the outcome.

4. **Members of an (ISC)<sup>2</sup> award committee maintain confidentiality about the internal discussions of the committee.** Information about committee deliberations should not be shared with anyone outside the committee, nor should the winner be discussed until (ISC)<sup>2</sup> has issued the formal press release.
5. **Members of an (ISC)<sup>2</sup> award committee do not provide feedback to unsuccessful candidates.** If a member is asked for feedback, this policy should be cited. On rare occasions, and with the approval of the committee, the chair may contact a nominator to encourage/discourage future re-nomination of a particular candidate. In such cases, feedback should be limited to general

information about elements of the package that made the case weak (e.g., over-reliance on endorsements from the same institution as the candidate/nominator, endorsements that just reiterate the nomination without providing new insight, or candidates whose accomplishments are not a good fit for the award). Note that it is not appropriate to offer evaluative comments on the candidate's qualifications or specific endorsements. The committee is under no obligation to provide feedback for any candidate, and it must be made clear that responding to the suggestions will not necessarily result in future success.

6. **Members of an (ISC)<sup>2</sup> award committee self-identify any relationships/affiliations that might be perceived as a source of potential bias and inform the committee chair of the COIs before any candidates have been discussed.** Identify any candidates with whom you have had close personal or working relationships within the past 4 years, anyone for whom you were advisor/advisee, or any other case where your judgment could be affected. Also identify any candidates from your current institution or one where you worked within the past 4 years.
7. **If COIs are identified, the normal practice is for conflicted committee members to recuse themselves from discussions related to the corresponding nominations.** In this sense, recusal means that the committee member will refrain from any commentary/input before or during the decision-making process, and will absent him/herself during committee discussions of the nomination.

When it is the chair who is conflicted, recusal suffices only in the case of membership grade decisions. For other awards, it is not acceptable for the chair to have any type of conflict with an awardee. Potential conflict should be identified in advance, and the chair should contact the (ISC)<sup>2</sup> awards program staff liaison immediately to determine whether the nomination might be deferred a year (in consultation with the nominator) or whether the chair should be replaced.

<sup>1</sup>For all guidelines, if it is the committee chair who has the conflict, s/he should notify (ISC)<sup>2</sup> awards program liaison first.