



Setting the Standards for
Home Energy Efficiency

**Potential Sources of Bias / Conflict of Interest
Statement of Affiliations and Interests for Candidates for RESNET
Standards Development Committee
May 23, 2014**

This form must be submitted with all applications for membership on a RESNET Standards Development Committee (SDC). It is intended to ensure relevant information is submitted with respect to the RESNET Standards Development Policy and Procedure Manuals requirements for consensus body balance and to the Purpose and Scope of the SDC to which the applicant is seeking membership.

The responsibility for determining the information to be reported rests with the individual completing this form. Failure to fully disclose relationships is grounds for removal from consideration for or removal from the standards related committee.

Send a signed digital copy of the completed form to the Manager of Standards, Rick Dixon, at rickdixon@resnet.us.

RESNET must have a copy which includes your signature.

A completed form must be submitted for each standards related committee the applicant is on or applies to be on. If the information is identical for each, you may submit the portion of the form identifying the committee it relates to and reference the date of the most recent signed form submitted to RESNET.

A statement of affiliations and interests does not prevent appointment as a member of a standards related committee, but is for the purpose of notifying others of any bias or potential bias.

*During an individual's period of service in connection with the activity for which this form is being completed, any changes in information reported on this form or any new information **relevant** to the question of potential bias or conflict of interest should be promptly reported to the RESNET Manager of Standards, and this form should be updated immediately. This form must be updated yearly and/or the information contained herein must be confirmed to be current to within a year of the date of signature.*

Potential Sources of Bias / Conflict of Interest Statement of Affiliations and Interests Form

RESNET Committee: (Number and Title)		
Name:	Title:	
Employer:	Telephone:	
Address incl. City, State, Zip:	Email:	
Product or Service:	Today's Date:	
<p style="color: red; margin: 0;">All sections of this form must be completed. The use of "None", N/A, or no response to answer these inquiries is not acceptable. Incomplete forms will be rejected and the terms for application for membership on a standards related committee will not have been met.</p>		
<p>1. ORGANIZATIONAL AFFILIATIONS. Enter information as requested below.</p> <p>A. Report relevant business relationships (as an employee, owner, officer, director, consultant, etc.) within the last five years.</p> <p>B. Report any relevant memberships or volunteer non-business relationships (e.g., professional organizations, trade associations, public interest or civic groups such as, RESNET, BPI, ACCA, ASHRAE, USGBC, etc.) within the last five years.</p> <p>C. Disclose any direct sources of funding for your time and/or expenses to participate in standards related committee activities, as well as the primary sources of your income for professional activities within the last five years which are related to the subject matter of the standard(s). If you currently pay for your own expenses, please enter 'self funded'.</p>		
<p>2. PUBLIC STATEMENTS AND POSITIONS. List relevant articles, testimony, speeches, etc., by date, title and publication (if any) in which they appeared. Provide a brief description of relevant positions of any organizations or groups with which you are or have been closely identified or associated. Attach additional sheets if necessary. Please mark the box below only if applicable.</p> <p><input type="checkbox"/> I have no relevant public statements or positions (double-click box to mark).</p>		

SIGNATURE

DATE

The completed and signed form must be sent to RESNET Manager of Standards as indicated in the instructions accompanying this form.

Residential Energy Services Network, RESNET

RESNET Manager of Standards Richard W. (Rick) Dixon, P.E.
P.O. Box 4561 rick.dixon@resnet.us
Oceanside, CA 92052

Attachment

Guidelines and Definitions

Defining "Bias" and "Conflict of Interest"

Bias: The question of potential sources of "bias" ordinarily relates to views stated or positions taken that are largely intellectually motivated or that arise from the close identification or association of an individual with a particular point of view or the positions or perspectives of a particular group. Such potential sources of bias are not disqualifying for purposes of committee service. It is necessary, in order to ensure that a committee is fully competent, to appoint members in such a way as to represent a balance of potentially biasing backgrounds or professional or organizational perspectives.

Conflict of Interest: It is essential that the work of committees not be compromised by any significant conflict of interest, or in some circumstances the significant appearance of conflict of interest, on the part of any member of a committee or anyone associated with the work of a committee (e.g., consultants, staff, etc.). For this purpose, the term "conflict of interest" means any financial or other interest which conflicts with the service of an individual because it (1) could impair the individual's objectivity or (2) could create an unfair competitive advantage for any person or organization. The existence of a significant conflict of interest ordinarily disqualifies an individual from service.

How can conflicts of interest arise?

Conflicts of interest can occur when:

Standards related committees are not balanced and include individuals with strong personal, financial, or professional interests in seeing that the project produce a particular outcome; and

An agency, a sponsor, or a private organization or company attempts either to influence individual committee or staff members or to skew the body of information reviewed by the committee.

The conflicts of interest or bias arise concerning individual points of view on especially contentious issues. For some projects, nearly all of the people of relevant competence have backgrounds of connections and experience that constitute, or can be construed by others as constituting, potential sources of bias in one direction or another. It may, therefore, be difficult to find individuals with the pertinent knowledge who have not been involved previously with an issue that will come before the committee. Such situations are resolved by selecting a carefully balanced consensus forming body so that all points of view can be represented.

What is done to avoid conflicts of interest?

Submittal and evaluation of the statement of affiliations and interests that lists professional connections and indicates any positions taken in relevant public statements at the time of appointment and disclosures during committee meetings are fundamental to ensuring conflicts of interest and appearances of conflicts of interest are avoided.

Note: This form and the definitions, included here are derived from forms and considerations as presented by ASHRAE.