

Under [Collected Rule for Conflict of Interest, 330.015](#), University of Missouri (MU) faculty and exempt employees must annually update all active outside interests. **Prior to an employee engaging in Overlapping Business Activities, Consulting, or Teaching, a disclosure MUST be filed and the chair/supervisor and dean/director must approve or disapprove and if applicable the activity must be managed.**

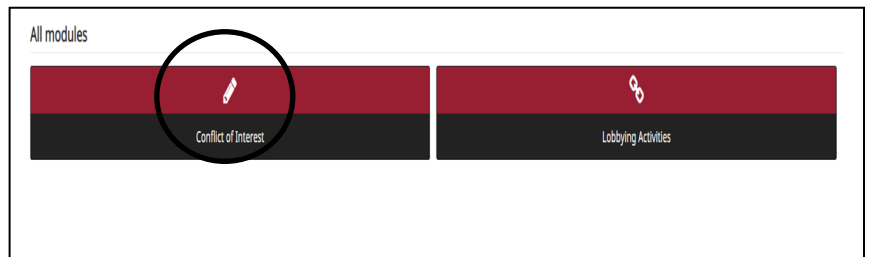
[UMSL Conflict of Interest Office website](#)

STEP 1: LOGIN AND NAVIGATE TO FORM

1.1: Log into eCompliance using your SSO or email address and password 📷

[eCompliance website](#)

1.2: Select *Conflict of Interest* module 📷



1.3: Select *Update your COI/COC Form* 📷

Conflict of Interest/Conflict of Commitment Disclosure Form

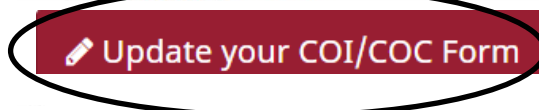
The University of Missouri recognizes that external activities congruent with the professional expertise or development of the employee and enrich the academic experiences of students. However, the primary commitment of the employee's time and intellectual energies must be devoted to the education activities are encouraged, the integrity of the institution and of the research conducted by individual faculty with outside entities.

This Disclosure Form is utilized for a number of purpose including but not limited to:

- Management of Outside Activities (Conflicts of Interest)
- Review and Approval of Conflicts of Commitment
- Review and Approval of Outside Teaching Activity
- Review and Approval of Consulting Activity
- Overlapping Business Activities


In accordance with the [Collected Rule 330.015](#), **BEFORE** an Employee enters into the following activities and if applicable such activity must be Managed.

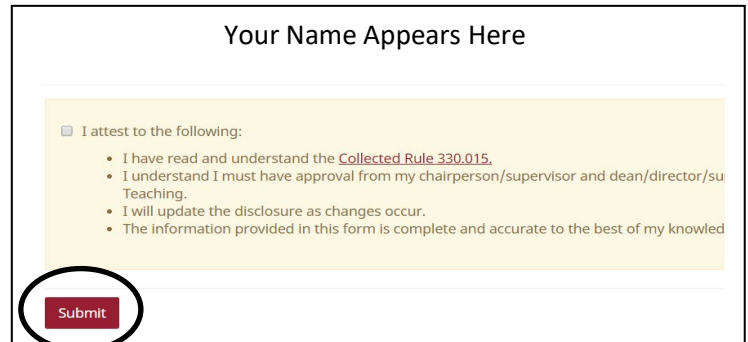
- Overlapping Business Activities



STEP 2: UPDATE FORM AND SUBMIT

2.1: Answer the questions included in the Employee Information and Conflicts Disclosure Section. If you answer yes to any of the questions in the Conflicts Disclosure section, additional sections will populate allowing you to report any outside interests such as ownership/equity interest in a company, positions on advisory boards, consulting activities, etc.

2.2/A **If you have no outside interests (based on your responses),** you will be led to the submission page > read text and select box  > **Submit**
Your submission is complete.




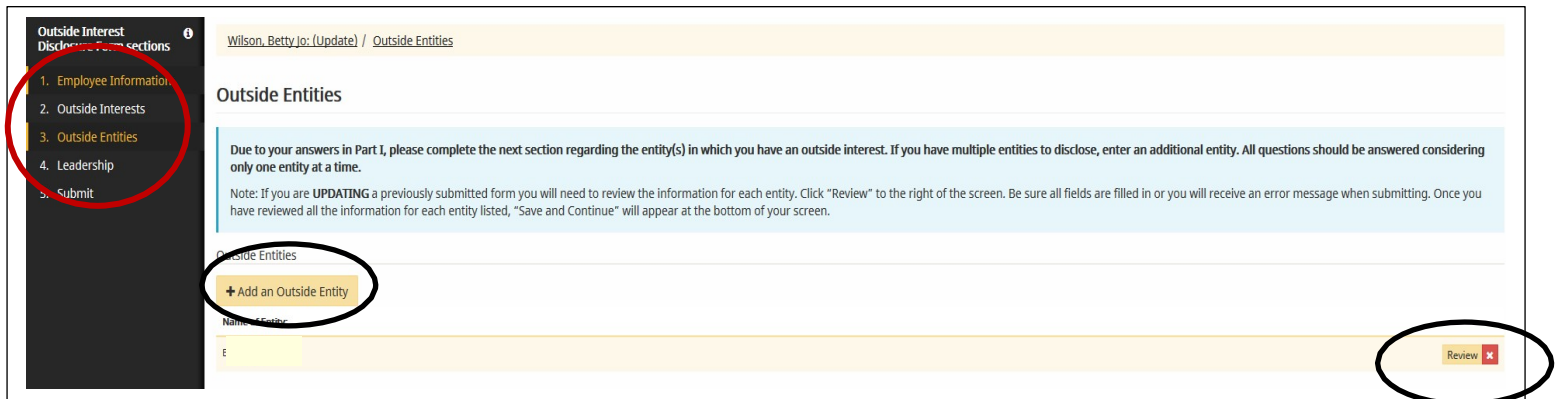
Your Name Appears Here

I attest to the following:

- I have read and understand the [Collected Rule 330.015](#).
- I understand I must have approval from my chairperson/supervisor and dean/director/su Teaching.
- I will update the disclosure as changes occur.
- The information provided in this form is complete and accurate to the best of my knowled

Submit

2.2/B: **If you have any outside interests (based on your responses),** you will be led to *Section 3: Outside Entities* 




Wilson, Betty Jo: (Update) / Outside Entities


Outside Entities

Due to your answers in Part I, please complete the next section regarding the entity(s) in which you have an outside interest. If you have multiple entities to disclose, enter an additional entity. All questions should be answered considering only one entity at a time.

Note: If you are **UPDATING** a previously submitted form you will need to review the information for each entity. Click "Review" to the right of the screen. Be sure all fields are filled in or you will receive an error message when submitting. Once you have reviewed all the information for each entity listed, "Save and Continue" will appear at the bottom of your screen.


+ Add an Outside Entity

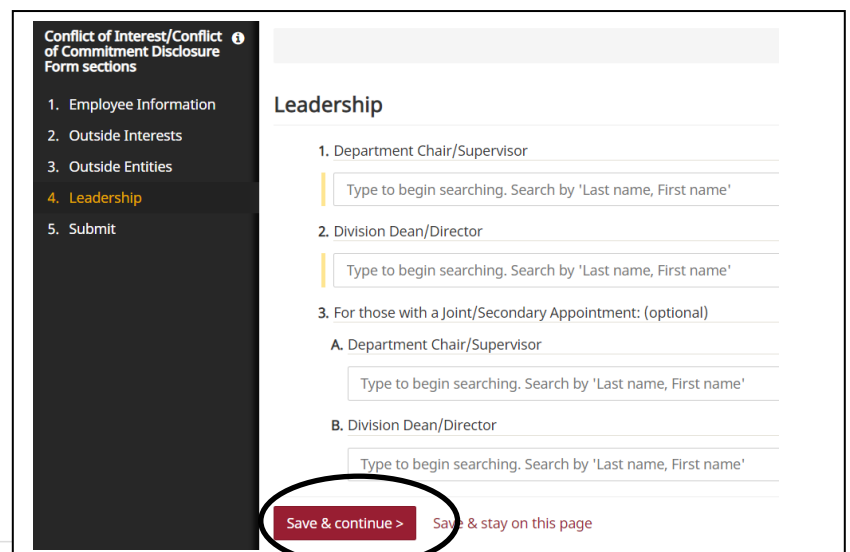
Review 

✓ **To ADD** new interests, select *Add an Outside Entity*  and answer queries for each added interest

✓ **To EDIT** active interests, select *Review* to right of entity 

✓ **To REMOVE** expired interests, select Red **X** to right of entity 

2.3: **When finished updating entities,** you will be led to Section 4: *Leadership* 
Type the name of your immediate Supervisor/Dept. Chair and the name of your Dean/Director.




Conflict of Interest/Conflict of Commitment Disclosure Form sections

- Employee Information
- Outside Interests
- Outside Entities
- Leadership**
- Submit

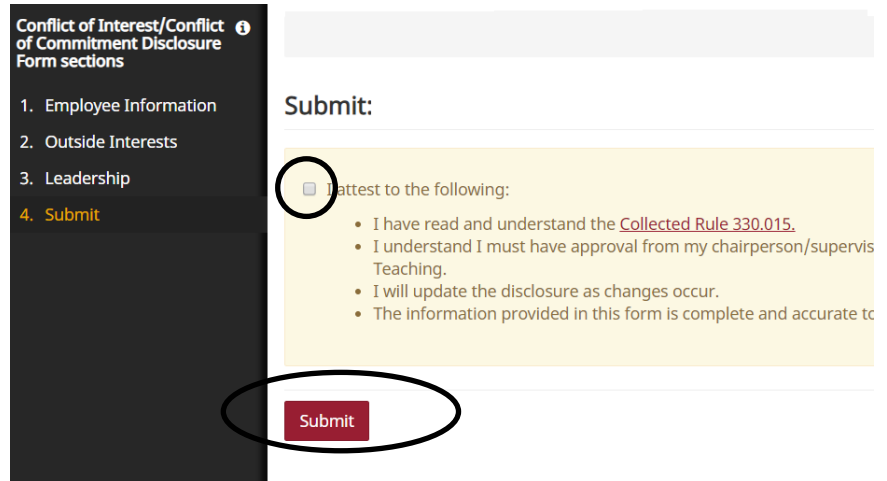
Leadership

- Department Chair/Supervisor
Type to begin searching. Search by 'Last name, First name'
- Division Dean/Director
Type to begin searching. Search by 'Last name, First name'
- For those with a Joint/Secondary Appointment: (optional)
 - Department Chair/Supervisor
Type to begin searching. Search by 'Last name, First name'
 - Division Dean/Director
Type to begin searching. Search by 'Last name, First name'

Save & continue > Save & stay on this page

2.4: When finished adding Leadership, you will be led to the *submission* page, read text and select box  > Submit

Your Form submission is complete.



Conflict of Interest/Conflict of Commitment Disclosure Form sections

1. Employee Information
2. Outside Interests
3. Leadership
4. **Submit**

Submit:

I attest to the following:

- I have read and understand the [Collected Rule 330.015](#).
- I understand I must have approval from my chairperson/supervisor/Teaching.
- I will update the disclosure as changes occur.
- The information provided in this form is complete and accurate to

Submit