

Describe the screen established by your ethics officer: (Attach additional pages as needed.)

During this time of negotiation between the Michael's (employee) spouse and WDD (vendor) which the Commission for Higher Education is under contract with, the employee will not authorize additional deliverables to be completed by the vendor. Any additional work must be approved by the Director of Student Financial Aid and Student Support Services as well as the Associate Commissioner and Chief Financial Officer. Michael is not a signatory authority for the Commission and all contracts must be approved by the Commissioner or the Associate Commissioner and Chief Financial Officer. Michael will exclude himself from any conversations, discussions, and decisions in which this conflict of interest may factor into his recommendation. The employee will continue to work on the deliverables outlined in the existing contract which were negotiated prior to his spouse entering into potential employment communication with the vendor.

AFFIRMATION

Your signature below affirms that your disclosures on this form are true, complete, and correct to the best of your knowledge and belief. In addition to this form, you have attached a copy of your written disclosure to your agency appointing authority and ethics officer.

Signature of state officer, employee or special state appointee

Date signed (month, day, year)

3/31/17

Printed full name of state officer, employee or special state appointee

Michael Joseph Hawryluk

FOR ETHICS OFFICER USE ONLY

Your signature below affirms that you have reviewed this disclosure form and that it is true, complete, and correct to the best of your knowledge and belief. You also attest that your agency has implemented the screen described above.

Signature of ethics officer

Date signed (month, day, year)

3/31/17

Printed full name of ethics officer

Dominick Michael Chase

Croft, Celeste

From: Hawryluk, Michael (CHE)
Sent: Friday, March 31, 2017 5:17 PM
To: Teresa Lubbers; Chase, Dominick (CHE)
Subject: Potential Conflict of Interest

Teresa/Dom,

I have identified a potential conflict of interest, as my wife is currently pursuing employment opportunities with WDD Software, a vendor of CHE on the ScholarTrack project. I will be filing form 55860 with the Office of the Inspector General.

-Michael

Michael Hawryluk (*how-er-luck*)
Chief Technology Officer
Indiana Commission for Higher Education
101 West Ohio Street, Suite 300
Indianapolis, IN 46204-4206
(317) 232-2797
mhawryluk@che.in.gov
www.in.gov/che