

## 2024 Statement of Economic Interests – Baseline Guidance

UVA is required by the [State and Local Government Conflict of Interests Act](#) and the [Governor’s Executive Order #18](#) to identify “positions of trust”, defined as roles with “substantive authorization and decision-making” in certain areas. The University has categorized positions of trust based on four broad categories: title, reporting relationship, department, and individual obligations. All public employees serving in these roles are required to file the Statement of Economic Interests disclosure form and to complete Conflict of Interest Training.

### POSITIONS OF TRUST BASED ON TITLE

- President
- Executive Vice President & Provost
- Executive Vice President & Chief Operating Officer
- Executive Vice President for Health Affairs
- Medical Center Chief Executive Officer
- Vice Presidents
- Academic Deans of the twelve University Schools, Dean of Libraries, Dean & CEO of UVA Northern Virginia, Dean of Admission (Associate Vice Provost for Enrollment and Undergraduate Admission)

### POSITIONS OF TRUST BASED ON REPORTING RELATIONSHIP

- Direct Reports of: [President](#), [Executive Vice President & Provost](#), [Executive Vice President & Chief Operating Officer](#), Executive Vice President for UVA Health Affairs, Medical Center CEO, [Senior Vice President for Operations & State Government Relations](#), Vice President for Finance & Chief Financial Officer

### POSITIONS OF TRUST BASED ON DEPARTMENT (AS DETERMINED BY DEPARTMENT LEADERSHIP)

- UVA Health – designated leadership (Chiefs, Administrators, and others)
- Finance – designated staff in UVA Finance and Financial Aid
- Procurement & Supplier Diversity Services – Buyers and Procurement Professionals (i.e., designated individuals who are responsible for compliance with state procurement rules)
- Medical Center – Finance Managers, Procurement Professionals
- Capital Program – University Architect, University Building Official, Capital Outlay Professionals at the Director level, and Contract Administration Services staff
- Office of Sponsored Programs – designated employees (e.g., Senior Contract Negotiators, Senior Grants & Contracts Administrators, et al.)
- Office of Audit and Compliance – senior management and designated staff
- Government Relations – executive directors and designated staff of federal or state government relations
- Information Security - Chief Information Security Officer and designated staff overseeing related investigations
- Research Security - Chief Research Security Officer and designated staff overseeing related investigations
- University Police Department – Officers (Lieutenants and above) and designated investigative staff

### POSITIONS OF TRUST BASED ON INDIVIDUAL RESPONSIBILITIES OR OBLIGATIONS

- Signatory Authority – individuals with delegated signatory authority over contracts (on behalf of the Rector and Visitors) with outside entities – as determined by the Office of Compliance
- Retirement Administrative Committee
- Research Conflicts of Interest – investigators with a research-related financial conflict of interest – as determined by the Office of the Vice President for Research
- Financial Conflicts of Interest – faculty and staff who disclose a conflict of interest related to firms contracting or subcontracting with UVA – as determined by Procurement & Supplier Diversity Services

\*For all areas, exclude the following (unless otherwise determined by the University to be positions of trust):

- interim appointments (except those expected to exceed 12 months)
- administrative and support roles (except those with substantive authorization and decision-making)
- honorary reporting roles (e.g., emeritus faculty)
- non-UVA employees (e.g., University-Associated Organizations)