UNIVERSITY OF MARYLAND
KCOI DISCLOSURE PROCESS

STEP 01

DISCLOSURE SUBMISSION

Reporter submits COI disclosure within KCOI
Day 1

STEP 02

INITIAL REVIEW

KCOI submission is sent to Reporter's Chair and Dean for review
Can take up to two weeks (depending on leave schedules)

STEP 03

COI COMMITTEE REVIEW

COI Office reviews and provides disposition OR recommends review by the COI Committee
Can take up to 6 weeks depending on date received by COI Office

STEP 04

DISPOSITION

COI Office develops recommended disposition for review and approval by President
Can take up to two weeks

STEP 05

NOTIFICATION

COI Office notifies Reporter and parties of the COI disposition via email and the KCOI system