

FELDENKRAIS GUILD® of North America

A1.9 POLICY ON CONFLICT OF INTEREST

As a Professional Association, the FELDENKRAIS GUILD of North America represents practitioners and trainees of the *Feldenkrais Method*. We are inherently self-serving, promoting the training and practice of the *Feldenkrais Method* for the benefit of the members' professional education and practice. The purpose of this policy is to detail the nature of "conflict of interest" in the operation of the corporation.

1. Definitions. For purposes of this policy, the following definitions are a guide:

1.1 Conflict of Interest - having dual Interest: one in the corporation (FGNA), as a Director, Officer, TAB member, Committee member, employee, contractor, etc.; and one with one's own business (es) or employment. One could also have a conflicting interest through membership on another organization's Board, etc.

1.2 Disclosure - the process of making ones Interest known.

1.3 Interest - legal or financial right, claim or share as in a business or estate.

1.4 "Interested Directors" - members of the Board of Directors who have a legal or financial right, claim or share as in a business or estate.

1.5 Self Interest - the pursuit of personal Interest or advantage.

1.6 Self Serving - tending to advance one's own Interests.

1.7 Special Interest - representing or promoting a particular policy or business in which one has a legal or financial right, claim or share.

2. Statement of General Policy. This policy recognizes that both real and apparent conflicts of interest or dualities of interest (hereinafter referred to as "conflicts") sometimes occur in the course of conducting the corporation's daily affairs. A conflict refers only to personal, proprietary interests of the persons covered by this policy and their immediate families and not to philosophical or professional differences of opinion. Conflicts occur because the many persons associated with the corporation should be expected to have and do in fact generally have multiple interests and affiliations and various positions of responsibility within the community. Sometimes a person will owe identical duties to two or more organizations or

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businesses conducting similar activities.

Conflicts are undesirable because they potentially or apparently place the interests of others ahead of the corporation's obligations to its corporate purposes and to the public interest. Conflicts are also undesirable because they often reflect adversely upon the persons involved and upon the institutions with which they are affiliated, regardless of the actual facts or motivations of the parties. However, the long range best interests of the corporation do not require the termination of all association with persons who may have real or apparent conflicts if a prescribed and effective method can render such conflicts harmless to all concerned.

Therefore, the corporation shall require that all actual or apparent conflicts be disclosed promptly and fully to all necessary parties and to prohibit specified involvement in the affairs of the corporation by persons having such conflicts.

3. Coverage of this policy. This policy shall apply to all members of the Board of Directors and corporate officers, members of the Executive Committee, the Training Accreditation Board (TAB), and other committees, agents and employees of the corporation, including independent contractor providers of services and materials. The corporation's management shall have the affirmative obligation to publicize periodically this policy to all such parties.

While it is not possible to describe or anticipate all circumstances and situations that might involve or appear to involve special interests or conflicts of interest, the following examples of some such activities are given for illustration but it should be understood that these examples are not intended to be all inclusive:

Being connected directly or indirectly with any business, (Feldenkrais Training Program, officer, director, participant, consultant or as the recipient of wages, salary, bonus fees, commissions or other compensation of value of any kind) which sells, provides materials, supplies, equipment, facilities or services to the FGNA; which receives benefit from Guild policy; or which is in direct or indirect competition with the FGNA.

4. Disclosure of all Conflicts. All persons to whom this policy applies shall disclose all real and apparent conflicts which they discover or have been brought to their attention in connection with the corporation's activities. Individuals have an obligation to look closely into the activities

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and proposals being addressed by the Board or Committee in which they are involved and disclose all such conflicts.

"Disclosure" shall mean providing promptly to the appropriate persons (Board, TAB, Committee, or individual) the facts comprising the real and apparent conflict.

An annual disclosure statement shall be circulated to all persons to whom this policy applies to assist them in considering such disclosures, but disclosure is appropriate whenever conflicts arise. Members of Committees and Boards shall sign the statement which shall be kept on file according to current procedure.

BOD or TAB members will be expected to disclose any and all professional or personal involvements in training programs, workshops, seminars, or other projects or business in which FGNA is involved directly through contract or indirectly through FGNA policy. A professional involvement is defined as any relationship where the member will derive income directly from the activity, or from being financially invested in a program, project, or business. Personal involvement is defined as having dispute as well as close personal friendship. All financial or business relationships between Board Members must be disclosed.

5. Proscribed Activity by Persons Having Conflicts. When an individual director, officer, TAB member, agent or employee believes that he or she or a member of his or her immediate family might have or does have a real apparent conflict, he or she should, in addition to making the disclosure statement, abstain from making motions, voting, executing agreements, or taking any other similar direct action on behalf of the corporation. Any person having a real or apparent conflict of interest, as described hereunder, may participate in limited discussion of an information-giving nature, then, must be absent from the final discussion and vote on the matter in conflict. When any person requests in writing, or upon its own initiative, the board or the Executive Committee at any time may establish further guidelines consistent with the interests of the corporation for the resolution of any real or apparent conflicts.

I have read the FGNA'S POLICY STATEMENT ON CONFLICTS OF INTEREST and affirm that to the best of my knowledge and belief I am involved in no such activity or situation which might create or appear to create a conflict of interest, except as explained fully and completely on the

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attached page(s). Attach information if appropriate.

I FURTHER AGREE TO REPORT IMMEDIATELY ANY CIRCUMSTANCES OR SITUATIONS ARISING IN THE FUTURE THAT MIGHT INVOLVE ME OR APPEAR TO INVOLVE ME IN A CONFLICT OF INTEREST.

Signature

Date

Witness

Date

Last revised October 31, 2017 by FGNA Board of Directors
Adopted by FGNA Board of Directors 1997

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