

5.2 CONFLICT OF INTEREST POLICY

A conflict of interest is defined as an actual or perceived interest by an Officer in an action that results in or has the appearance of resulting in personal, organizational or professional gain.

A conflict of interest occurs when an Officer has a direct or fiduciary interest which includes ownership with, employment of or by, contractual relationship with, or consultative or consumer relationship with a member of the organization for which he/she functions as said Officer. It is in the interest of the organization, individual staff, and Officers to strengthen trust and confidence in each other, to expedite resolution of problems, and to minimize organizational and individual stress caused by a conflict of interest.

Officers are to avoid any conflict of interest or the appearance thereof. Even the appearance of a conflict of interest can cause embarrassment to the organization and jeopardize its credibility. Officers are to maintain independence and objectivity, fairness, civility, ethics and personal integrity even though law, regulation or custom may not require them.

Any conflict of interest, potential conflict of interest or the appearance of a conflict of interest is to be reported to the Executive Director and other Officers and made a matter of record, either through a statement of disclosure or when the interest becomes a matter of Executive Committee action. Any Officer having a conflict of interest shall excuse himself from any vote relating to such conflict; this should not prevent the Officer from stating his/her position in the matter, nor from answering pertinent questions from other members.

It is resolved that this policy be reviewed annually or as necessary for the information and guidance of Officers, and that new Officers be advised of the policy upon assuming their duties of office. The Chair/President and Executive Director are directed to ensure that this policy is followed, to the best of their ability.



I have read and understand this policy concerning conflicts of interest and affirm the following: Neither I nor any member of my family has had an interest in nor taken any action which would contradict this policy. Any such action or interest is fully disclosed as follows:

Signature of Officer

Date

Printed Name of Officer

As adopted by Joint Steering Committee, March 29, 2008 (revised March 2013)

Form: JSC01(March 2008)