

Policy Type:	Governance	Creation Date:	Sept. 3, 2009
:Section: Leadership Team	G-LT 109	Page 1 of 1	
		Last Updated:	February 2023
Policy Title:	Conflict of Interest	Next Review Date:	February2024

Policy

Leadership Team members shall keep their personal and professional roles separate and distinct from their responsibilities as members of the Northwest Central FASD Network. Any conflict of interest must be declared to the Leadership Team at the first available opportunity.

Examples of potential conflicts of interest:

- ☒ Be, or appear to be, under obligation to or representing the interests of anyone who might benefit from special treatment or seek special favours.
- ☒ Receive or accept any benefit, direct or indirect, from an issue over which they have influence.
- ☒ Use any information obtained through the performance of their position for material gain of a relative, friend or organization in which they have an interest.
- ☒ Receive employment, contract, or wage from an organization except reimbursement for expenses incurred in the performance of Leadership Team responsibilities.
- ☒ Have their motivation and intentions of being a Leadership Team member be deemed by the Leadership Team not to lie within the best interest of the Network and their clients but elsewhere.

Procedures

1. If any Leadership Team Member is aware of a situation that may be perceived as a conflict of interest it must be declared and discussed with the Leadership Team. Often these situations can be handled in a manner that avoids real or perceived problems.



Box 5389 Westlock AB T7P 2P5 780-305-9547 or 780-974-7112

2. Leadership Team members must declare any conflict of interest with respect to their financial and moral responsibility as it pertains to the wellbeing of the Leadership Team and leave the table during discussion and voting.
3. Gifts presented to a Leadership Team member for the Network will be reported at the next Leadership Team meeting and appropriate thanks expressed to the donor from the Network.