



York Region Sci-Tech Fair POLICY

Policy Title: Conflict of Interest Policy

Approved By: Date:

Originator: Treasurer

Effective Date:

Amended Date:

POLICY STATEMENT

YRSTF committee members are required to conduct themselves at all times in accordance with good professional judgment and in such a manner as to not create a conflict of interest or appearance of such conflict with their duties on behalf of YRSTF.

A potential Conflict of Interest occurs when there is a divergence between an individual's private interests and his or her professional obligations to YRSTF such that an independent observer might reasonably question whether the individual's professional actions or decisions are determined by considerations of personal gain.

PURPOSE OF THE STATEMENT OF POLICY

The YRSTF is committed to integrity and fairness in the conduct of all of its activities. From time-to-time, the interests of YRSTF committee members may involve them in the activities of other organizations, or in personal endeavours, which intersect with the affairs of the YRSTF, and this policy is intended to ensure that when this occurs, the participation of committee members in YRSTF decision making is not adversely influenced.

This statement is not a codification of rules of conduct; rather it is an expression of intent and purpose that should be interpreted and applied to ensure that committee members always act in the best interests of the YRSTF. Individuals worthy of affiliation with the YRSTF will govern themselves by this spirit.

Disclosure

Committee members of the YRSTF are required to communicate fully to the YRSTF regarding any external relationship or commitment which could affect the impartial fulfillment, whether real or perceived, of their role in the affairs of the YRSTF. Such an external relationship or commitment may include close involvement with a vendor, service provider, or grantee on the part of (a) a committee member of the YRSTF, (b)

the spouse or equivalent of a committee member, children or other relatives of a committee member, or (c) from close personal friends or business contacts of a committee member. Committee members with antecedent affiliations and indirect associations also warrant disclosure. In principle, such extra-YRSTF affiliations or interests should be disclosed to other participants in the YRSTF's decision-making process whenever there is any doubt about whether disclosure is required. Disclosures ordinarily should be made to the President by committee members. Formal notation of disclosures must be a part of the process.

Abstention from YRSTF Decision Making

For all issues in which disclosure of any relationship that may constitute a real or perceived conflict of interest should be made, the YRSTF-affiliated individual should abstain from decision-making or actions involving that issue, and that abstention must be formally recorded in the YRSTF's minutes.

No Return Benefit

In considering any decision regarding an organization or person with which a YRSTF committee member is affiliated in any way, the YRSTF shall avoid any transaction which results in any direct or indirect benefit to the committee member. Incidental and tenuous benefits to affiliated committee members, such as name recognition or public acknowledgment, are permitted.

The YRSTF will not customarily make grants to, or contracts with, organizations which employ committee members. The President may approve exceptions to this policy when the work of the YRSTF will be furthered thereby or where the grant or contract will not affect the job or compensation of the affiliated person.