

## **Denman Conservancy Association**

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### **Policy: DCA Conflict of Interest Guidelines**

A Board member shall declare a conflict of interest, or apparent conflict, if she or he has a direct or indirect financial interest in a proceeding under consideration by the Board (e.g. employment or property purchase). A member must also declare a conflict if there is some other type of interest that places the member in conflict (i.e. information unknown to the rest of the Board, or bias). The key to this guideline is honesty and disclosure. The facts of each situation will be unique and will have to be considered by the Board as a whole to determine if a member is actually in a position of conflict.

The main consideration when deciding on a conflict of interest is whether a reasonable person would conclude that the Board member could unduly influence, or profit by influencing a decision of the Board on the matter under discussion. Basic rules following a member having been determined to be in a position of conflict would include the Board member:

- not attending that part of a Board or committee meeting during which any decision on the matter is discussed or decisions made
- not participating in discussion on the matter, other than providing information
- not voting on the matter or attempting to influence voting or decisions on the matter by the Board or committees of the Board

The Board may direct a person who is, or has been, in a conflict of interest, as to their participation in activities of DCA on the relevant matter.

A Board member who determines, after declaring a conflict of interest, that they are no longer in conflict or were not to begin with, may inform the Board of this and then may resume full participation in the Board's activities.