



Conflict of Interest Policy

Introduction

The standard of behavior within PADDLE ALBERTA is that all staff, volunteers, and board members and directors scrupulously avoid conflicts of interest between the interests of the PADDLE ALBERTA on one hand, and personal, professional, and business interests on the other. This includes avoiding potential, and actual conflicts of interest, as well as the perception of conflicts of interest.

Declaration

I understand that the purposes of this policy is to protect the integrity of the PADDLE ALBERTA's decision-making process, to enable our constituencies to have confidence in our integrity, and to protect the integrity and reputations of volunteers, staff and board members. Upon or before election, hiring or appointment, I will make a full, written disclosure of interests, relationships, and holdings that could potentially result in a conflict of interest.

In the course of meetings or activities, I will disclose any interests in a transaction or decision where I (including my business or other non-profit affiliations), my family and/or my significant other, employer, or close associates will receive a benefit or gain. After disclosure, I understand that I will be asked to leave the meeting for the discussion and will not be permitted to vote on the question.

I understand that this policy is meant to supplement and not replace good judgment, and I will respect the spirit of this policy as well as its wording.

At present my interests, relationships and holdings that could potentially result in a conflict of interest with PADDLE ALBERTA as an employee, Board Member, or Director include:

- 1 - _____
- 2 - _____
- 3 - _____
- 4 - _____
- 5 - _____

Name: _____

Position: _____

Signed: _____

Witness: _____

Date: _____

Location: _____

This completed form is to be filed with the PADDLE ALBERTA Secretary.
(Approved by Executive 04-Sept.-15)