

SOCIETY OF SAINT VINCENT DE PAUL
National Council of Canada

NUMBER: ADM 005

SUBJECT: **DECLARATION OF CONFLICT OF INTEREST**

DATE ADOPTED: BOD Nov 12, 2005

PURPOSE: The purpose of this policy is to ensure transparency the deliberations of fulfillment of the mission of the Society, and to ensure that all potential conflict of interest issues are declared and dealt with according to established guidelines.

POLICY: **It shall be the duty of all members, volunteers, directors, to declare a conflict of interest or the perception of conflict of interest, and abide by the conflict of interest guidelines**

PROCEDURE: Whenever members, volunteers or staff shall declare a conflict of interest, it shall be noted in the minutes of the meeting thereof.

ACCOUNTABILITY: The President of the local Conference or Council to the membership.
The Council/Regional President to the membership
The National President to the membership of the National Council.
At all levels – to the providers of Directors liability insurance.

LOCAL RESPONSIBILITIES:
Have a copy of the Conflict of Interest Guidelines available for reference.
Practice good risk management procedures by ensuring that all members are made aware of the policy.
Review and revise local operating procedures to reflect this policy.
Provide liability insurers with copies of the policy as requested.

REFERENCE:

ADM = CONFLICT OF INTEREST*
ORIG: 05/11