

	Quesnel Community Foundation	Approved	January 2003
	Conflict of Interest Policy	Revised	June 2003

**OBJECTIVE**

It is not enough to be free of conflicts of interest. It is also necessary that the Quesnel Community Foundation, its employees, consultants, members of its Advisory Committees and Board Members (to be referred to as Members) be perceived to be free of any conflict of interest. The Quesnel Community Foundation’s objective regarding Conflict of Interest is twofold.

1. To be free of conflicts of interest.
2. To be seen to be free of conflicts of interest.

**POLICY**

In some situations, the personal and/or business activities and interests of our Members may be perceived to be in conflict with those of the Quesnel Community Foundation (whether through an organization applying for funds or in receipt of a grant, in the process of establishing a fund or the purchase of goods and services.)

It is the Member’s responsibility to identify and declare any possible or actual position of conflict with the interest of Quesnel Community Foundation, regardless of whether the Member derives benefit, to the Board or appropriate committee chair for evaluation. When any matters giving rise to a conflict of interest become a matter of board action or committee action, the Member or committee member will leave the room and not participate in any discussions.

In such cases, it may be determined that the Member should not be involved with the matter with which the conflict of interest is declared. The minutes will reflect that these requirements have been met.

All members shall complete and sign a form annually to acknowledge their understanding of this policy and declaring their association with parties that may benefit from the work of Quesnel Community Foundation.