



# TAEKWONDO CANADA

## Policy

# Conflict of Interest

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## Revision History

Approved/Reviewed/ Revised/Rescinded	Date	Comments
Passed	November 5, 2018	
Revised	2020	

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## DEFINITIONS

- a) **Conflicts of interest** include both pecuniary and non-pecuniary interests.
- b) **Pecuniary interest** involves money and may include a direct or indirect financial gain, or the mitigation of financial loss, for the individual or another person with whom that individual is associated.
- c) **Non-pecuniary interest** involves relationships, and may include family relationships, friendships, volunteer positions in other associations or other interests that do not involve the potential for financial gain or loss.

## APPLICATION

This document applies to all members of Taekwondo Canada's Board appointed and staff appointed committees.

## STATUTORY OBLIGATIONS

Taekwondo Canada is incorporated under the *Canada Not-for-profit Corporations Act* (the "Act") and is governed by the Act in matters involving a real or perceived conflict between the pecuniary or non-pecuniary interests of Directors, Officers and other individuals in decision-making or decision influencing roles, and the broader interests of the corporation.

## ADDITIONAL OBLIGATIONS

In addition to fulfilling all requirements of the Act, Taekwondo Canada and its committee members will also fulfill the additional requirements of this policy. Committee members of Taekwondo Canada **will not**:

- Engage in any business or transaction, or have a financial or other personal interest that is incompatible with their official committee member duties with Taekwondo Canada;
- In the performance of their official committee member duties, accord preferential treatment to family members, friends and/or colleagues, or to organizations in which they, their family members, friends and/or colleagues have a role or an interest, financial or otherwise;
- Derive personal benefit from information that they acquire through their position as a committee member for Taekwondo Canada, where such information is confidential and/or not generally available to the public.
- Provide undue advantage to any other organization through information they acquire through their position as a committee member for Taekwondo Canada, where such information is confidential and/or not generally available to the public.
- Use Taekwondo Canada property, equipment, supplies or services for activities not associated with the performance of official committee member duties with Taekwondo Canada;
- Place themselves in positions where they could, by virtue of being a committee member of Taekwondo Canada, influence decisions or contracts from which they could derive any direct or indirect benefit or interest;
- Accept any gift or favour that could be construed as being given in anticipation of, or in recognition for, any special consideration granted by virtue of being a committee member of Taekwondo Canada.

## DISCLOSURES OF CONFLICTS OF INTEREST

- a. Upon appointment or reappointment to a committee, committee members will complete a written statement disclosing any real or perceived conflicts they may have, including identification of all other boards, committees and organizations in which they have a leadership or decision-making responsibility.
- b. At any time that a committee member of Taekwondo Canada becomes aware that there may exist a real or perceived conflict of interest, they shall disclose this conflict to the Board of Directors and the Executive Director immediately.
- c. Any person who is of the view that a committee member of Taekwondo Canada may be in a position of conflict of interest shall report this matter to the Board.

## RESOLVING CONFLICTS OF INTEREST IN DECISION-MAKING

Decisions involving a real or perceived conflict of interest by a committee member of Taekwondo Canada may be made by Taekwondo Canada provided:

- The nature and extent of the committee member's interest has been fully disclosed to the body considering or making the decision and this disclosure is recorded in the minutes;
  - The committee member does not participate in any discussion of the matter giving rise to the conflict of interest, unless the body considering the matter votes to allow such participation;
  - The committee member abstains from voting on the proposed decision or transaction;
  - The committee member is not counted to determine quorum for the proposed decision or transaction;
- AND
- The decision or transaction is in the best interests of Taekwondo Canada.

## CONFIDENTIALITY

All members of Taekwondo Canada committees will abide by the Taekwondo Canada's Confidentiality policy.

## ENFORCEMENT

Failure to comply with this policy, in letter and spirit, may result in discipline under Taekwondo Canada's Code of Conduct and Discipline Policy.

## CONFLICT OF INTEREST FORM

List of any known real or perceived conflicts of interest (if none, please record n/a):

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**Name** (please print)

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**Signature**

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**Date**