



Conflict of Interest Policy

1. The Alberta Basketball Association (ABA) is committed to maintaining the highest standards of integrity and ethical behaviour. This Conflict of Interest Policy is intended to promote transparency and accountability in ABA decision-making, prevent conflicts of interest, protect the reputation and integrity of the ABA, and ensure compliance with applicable laws, ABA bylaws, and Canada Basketball's governance principles.
2. Applicability / Scope
 - 2.1. This policy applies to all individuals serving the ABA in a decision-making or influential capacity, including Board members, officers, committee members, staff, contractors, and key volunteers. It addresses real, potential, and perceived conflicts, both financial (pecuniary) and non-financial (non-pecuniary).
3. Definitions
 - 3.1. Interest: A personal, business, familial, or other association that could influence or be seen to influence one's decisions.
 - 3.2. Conflict of Interest: A situation where an individual's interest might compromise, or appear to compromise, their duty to act in the best interests of the ABA.
 - 3.3. Pecuniary / Financial Conflict: Where an individual or related party stands to gain or lose financially from a decision.
 - 3.4. Non-Pecuniary / Non-Financial Conflict: Interests arising from relationships, affiliations, roles, loyalties, or other personal commitments.
 - 3.5. Related Party: Spouse, children, close relatives, business associates, or entities in which the individual has a substantial interest.
 - 3.6. Disclosure: Informing the appropriate body (Board or designate) of a conflict as soon as known.
 - 3.7. Recusal: Refraining from discussion, decision, or vote on a matter where a conflict exists.
4. General Principles / Obligations
 - 4.1. All individuals must promptly disclose any real, potential, or perceived conflict of interest. Disclosure should occur at the time of appointment, annually, and whenever new conflicts arise. The ABA Board or designate will evaluate and manage each disclosure appropriately, which may include recusal, divestment, or oversight. Individuals must refrain from participating in discussions or votes related to matters in which they are conflicted.
5. Specific Areas of Potential Conflict
 - 5.1. Procurement, Contracts, and Vendors: Individuals or their related parties must not participate in procurement decisions where they have an interest.
 - 5.2. Use of ABA Assets and Information: Individuals must not use ABA property, information, or opportunities for personal benefit unless authorized.
 - 5.3. Gifts, Hospitality, and Benefits: Only nominal or token gifts may be accepted; anything exceeding the Board's threshold must be disclosed.
 - 5.4. Affiliations and Memberships: External affiliations must be disclosed if they intersect with ABA activities.

- 5.5. Staff Dual Roles: Outside employment or volunteer roles must not conflict with ABA duties and must be disclosed.
6. Dispute, Investigation, and Sanctions
- 6.1. Any person may report a suspected conflict to the Board or designated officer. The Board may conduct an inquiry with fairness and confidentiality. Sanctions for non-compliance include removal from committees, suspension, termination of employment, or other actions consistent with ABA bylaws. An appeal process will be available consistent with ABA governance policies.
7. Confidentiality
- 7.1. All disclosures and investigations will be handled confidentially and shared only with those who have a legitimate need to know. Individuals involved must maintain confidentiality throughout the process.
8. Recordkeeping and Reporting
- 8.1. The Board will designate an officer or committee to maintain a register of conflict disclosures and management actions. Periodic summaries will be reported to the Board, and the policy will be reviewed every two to three years or as needed.
9. Policy Interpretation and Exceptions
- 9.1. The Board or designate has the authority to interpret this policy and may issue guidelines or examples. Any exceptions must be approved by the Board and documented. This policy does not override applicable laws or bylaws.
10. Relationship to Canada Basketball & Other Policies
- 10.1. This policy aligns with the governance and ethical standards of Canada Basketball. In the event of any discrepancy, the higher standard will prevail. It should be read alongside other ABA policies such as the Code of Conduct, Ethics Policy, Whistleblower Policy, and relevant legislation.
11. Adoption and Effective Date
- 11.1. This policy is adopted by the ABA Board as of _____ and becomes effective immediately. All individuals subject to this policy must comply upon adoption.