

	Battlefords Youth Soccer Inc.	NO.	2023-05
	CONFLICT OF INTEREST POLICY	EFFECTIVE DATE:	Dec 5, 2023
		REVISION LETTER:	
		FINAL APPROVAL	<i>Resolution: APPROVED</i>

1.0 PURPOSE

1.1 The Conflict-of-Interest Policy aims to ensure transparency, integrity, and ethical conduct within Battlefords Youth Soccer Inc. (B.Y.S.I.) by addressing situations where personal interests may conflict with those of the organization.

2.0 DEPARTMENT(S) AFFECTED (SCOPE)

2.1 Department(s) Affected: **BATTLEFORDS YOUTH SOCCER INC**

3.0 POLICY

3.1 Disclosure of Conflict

- 3.1.1 Directors shall disclose any conflict of interest that arises where their interests may conflict with those of B.Y.S.I. This disclosure should be made to the Board and documented appropriately.
- 3.1.2 In cases of conflict, the Director shall abstain from participating in the discussion or voting on matters where the conflict exists. The Director shall excuse themselves from the relevant portion of any meeting where the conflict is under consideration.

4.0 DEFINITIONS

- 4.1 A conflict of interest occurs when a Director, or a related person, may be directly impacted financially or otherwise, or perceived to be impacted (adversely affected or advantaged) by a decision of the Board.
- 4.2 Contracts with external businesses where a Director is employed or holds ownership might not inherently create a conflict of interest. However, compliance with this policy, as well as legal obligations regarding disclosure and abstention from discussion and voting, is mandatory.

5.0 RESPONSIBILITIES

5.1 Director Remuneration and Reimbursement:

- 5.1.1 Directors shall not receive remuneration for their services on the Board. However, reimbursement for reasonable expenses incurred while fulfilling Board duties is permissible.
- 5.1.2 Directors may receive honorariums consistent with those provided to other volunteers within the organization, but not specifically for their role as a Board member.

6.0 IMPLEMENTATION

6.1 Implementation

- 6.1.1 Disclosure Procedures: The Board shall establish and maintain procedures for the disclosure of conflicts of interest. This process will ensure that all conflicts are properly documented and addressed.
- 6.1.2 Education and Awareness: All Directors shall be educated on this policy and their responsibilities regarding conflict of interest.
- 6.1.3 Enforcement: Violation of this policy will result in appropriate disciplinary action as outlined in BYSIs governance and disciplinary procedures.

7.0 DOCUMENT APPROVAL

ROLE	POSITION	NAME OF THE APPROVER	DATE APPROVED
Final Approver	Battlefords Youth Soccer Inc Board of Directors	APPROVED	Dec 5, 2023

8.0 REVISION HISTORY

EFFECTIVE DATE	REVISION LETTER	DOCUMENT AUTHOR	DESCRIPTION OF CHANGE
Dec 5, 2023		BYSI BOARD	Initial release