

Conflict of Interest Practice

Background

In some situations, personal, family, and/or business activities and interests of Board Directors may be perceived to be in conflict with those of RAHB. It is the Board Director's responsibility to identify and report any possible, or actual, conflict of interest to the BOD for evaluation regardless of whether or not the Board Director derives benefit.

Definition

A conflict of interest is a conflict between an individual's personal, family, and/or business interests, and their responsibility at RAHB. A Board Director has an obligation to disclose to the BOD conflict of interest, or beneficial interest, of themselves, their spouse/partner, child, or other person related by blood or marriage/common law, or of a conflict on any firm, partnership, corporation or other organization of any kind which may be affected by any dealings with RAHB. The BOD will determine if the conflict of interest disclosed brings the Board Director into a position of conflict of interest and will notify the Board Director accordingly.

This includes actual and perceived conflict. A conflict of interest may exist whether or not any advantage has been, or may have been given, to that person. A person is considered in conflict of interest until the BOD determines otherwise.

Any Board Director who is present at a meeting, including a Committee or other meeting, at which an issue, contract or proposed contract, in which they may have an interest, is the subject of consideration, will as soon as practicable after the commencement of the meeting disclose their conflict of interest and will not take part in the consideration or discussion of, or vote on any questions with respect to the issue, contract or proposed contract, or attempt in any way to influence the voting on any such issue.

Where the conflict of interest of any Board Director has not been disclosed by reason of their absence from the meeting, or by reason of such conflict of interest having been acquired after the meeting, they will disclose the conflict of interest at the next meeting they attend.

Acceptance of Favours

A Board Director will not demand, accept, or agree to accept, directly or indirectly, gifts, discounts, loans, services, or benefits from a person, business, corporation, having dealings with RAHB.

Personal Influence

Whenever a Board Director knows or considers that they could derive a personal benefit through personal influence, the individual will disclose the situation to the BOD as soon as they become aware of such.

Financial Interest

If a Board Director directly or indirectly owns, is entitled to, or has an interest in any land, building, lease, mortgage, goods, service, or contract, which is offered for option, sale, lease, or assignment to RAHB, the person will disclose the situation to the BOD as soon as they become aware of such.

Recording a Conflict

All disclosures will be recorded in the Minutes of the BOD meetings.

Withdrawing

A Board Director who has a conflict of interest must withdraw from the discussions and the decision-making process related to the conflict.