



CONFLICT OF INTEREST

Policy Purpose:

The purpose of this policy is to formalize the Woolwich Youth Soccer Clubs Board of Directors' (the "Board") commitment to act honestly, in good faith and in the best interest of the Woolwich Youth Soccer Club (the "Club") when faced with a conflict of interest or a perceived conflict of interest.

Scope:

This policy applies to all Officers and Directors serving on the Club's Board.

The Club is committed to:

1. Avoiding conflicts of interest where possible;
2. Acting in an open and transparent manner when a conflict is identified;
3. Keeping the Club and its Members' best interest first in all decision-making.

Policy and Practice Requirements:

1. Officers and Directors must declare conflicts of interest (perceived or actual) when the conflict is relevant to a decision being considered by the Board.
2. In the event that a conflict of interest (perceived or actual) is identified, the following process shall be followed:
 - 2.1. The party shall call the conflict to the attention of the Board;
 - 2.2. Such person shall not be permitted to vote or lobby on the matter;
 - 2.3. The Meeting Chair can request to have a majority vote by the Board to determine if such person should leave the room and shall not participate in the final deliberation (note: prior to exiting, questions may be asked of him/her); and
 - 2.4. The meeting minutes shall reflect that these requirements have been met.
3. All Officers and Directors are also required to declare a conflict of interest when the conflict arises after a contract or arrangement has been made with another company, firm or organization in which the individual acquires an interest or significant involvement. In this

situation, the Officer/Director is to declare the conflict at the first Board meeting after the interest/significant involvement arises.

4. All Officers and Directors of the Board shall sign a Conflict of Interest Agreement, confirming that they have read and understood these requirements, at the start of their term (or changes have occurred).

Conflict of Interest Policy			
Effective Date	Last Revised Date	Review Cycle	Next Review Date
May 1, 2017	July 2021	Every three years	July 2024

This agreement is made this _____ day of _____, 20_____
(day) (month) (year)

Between:

Woolwich Youth Soccer Club
AND

(Full Name)

I have read, understood and agree that I am subject to the terms of the Woolwich Youth Soccer Club and the Ontario Soccer Conflict of Interest Policies.

Conflicts to Declare: _____

Signature: _____

Date of Signature: _____