

**CONFLICT of INTEREST Guidelines**Established: May 17<sup>th</sup> 2004

Amended:

1. All Executive members shall advise in writing to the Association, any business or holding they have that may be deemed a conflict of interest. This shall include supply of services and goods required by Penticton Minor Hockey Association.
2. No Executive member shall receive personal gain unless a fair bid process has been followed. That Executive member will not be able to vote on that issue.
3. While it is acknowledged that virtually every Executive member will have an affiliation with a team, coach or player, common sense shall prevail. Should a discussion or vote be required on a matter that is a conflict for any Executive member, the individual shall declare the conflict and remove themselves from the room.
4. Appointments to the Executive and Committees should be in the interest of minimizing potential or perceived conflicts of interest.
5. Executive members are to excuse themselves from discussion and voting on any issues involving a team containing family members.

*Question: Smith is the Bantam Division Director with a player playing on the Pee Wee Ajax team. An issue involving the Pee Wee division is to be discussed. Is Smith in a conflict?*

*Answer: No. The issue is not directly related to the Ajax team but that of the whole division.*

6. Executive members are to remain independent of any participation in any matter or committee where there could be a conflict or perceived conflict of interest.

*Question: Smith, the Ice Ambassador, has a son playing in the Atom Division. Can Smith coach the team?*

*Answer: Yes, if the team is a recreation team because the distribution of ice time is directly from the Ice Ambassador to the Atom Division Director thereby removing any team conflict.*

*Question: Smith, A Vice-President assigned the administration portfolio has a son playing in the Pee Wee Division. Can Smith coach his son's team?*

*Answer: Yes. There is no conflict between Association administration duties and an individual team.*