

Registered Nurses' Association of Ontario Board of Directors Policy

Policy Type: Board/Staff Relationships **Title:** Conflict of Interest

PURPOSE

The Board of Directors, Committee and Assembly members shall not fail to conform to the following principles:

- Every person shall perform their official duties and arrange their private affairs in such a manner that the membership and public confidence and trust in the integrity, objectivity and impartiality of the Association are conserved and enhanced.
- Every person shall arrange their private affairs in such a manner that will prevent real, potential, or perceived conflicts of interest from arising. If such a conflict does arise between the private interests of the directors, committee members or staff and their official duties and responsibilities, consultation with the Officers and/or Chief Executive Officer (CEO) is required.
- Persons shall not knowingly take advantage of or benefit from information obtained in the course of their official duties and responsibilities, and that is not generally available to the public.
- Persons shall not give written or oral references related to the employment or conduct of any RNAO staff member - past or current - without the explicit prior approval from the CEO, and the full disclosure of the content of the reference.
- Persons shall not give written or oral references related to any board members, assembly or committee members – past or present – in the context of RNAO, without the explicit prior approval of the President and CEO, and the full disclosure of the content of the reference.
- Persons are considered to be in conflict if they are directly involved in an issue under discussion or associated with it in a substantive way and stand to gain benefit from a decision.
- Persons shall not accept transfers of economic benefit other than incidental gifts or customary hospitality, nor promote their own private interests for financial gain.
- Current members of the Board of Directors cannot support a nomination of a Member as a candidate to the Board of Directors, nor can they nominate any Member for an RNAO award.
- A procedure is in place to investigate Conflict of Interest complaints in a consistent manner.
- Any conflict of interest arising during the term shall be disclosed in the following manner:
 - Board Member to the President
 - Committee Member to the Chair
 - CEO to the President
 - Assembly to the President
 - Chairs of Committees to the President
 - President to the Immediate Past-President or President-Elect
 - Staff to the CEO

- Persons shall comply with the policy in the following ways:
 - Avoidance: by avoiding or withdrawing from activities or situations that would place the person in a real, potential or perceived conflict of interest relative to their official duties.
 - Confidential Report: by providing a statement to the designated official for circumstances that could give rise to a real or perceived conflict of interest relative to their official duties.
 - Persons shall not act, after they leave their position, in such a manner as to take improper advantage of their previous office.
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I have read and understand the above policy and agree to comply with these principles in practice and in spirit. I agree that if I become aware of a violation or apparent violation I will disclose the matter in accordance with the above-outlined directions.

Signature

Date

Print Name