



G.2	Board Members Conflict of Interest Policy
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1. Position Statement

As a not-for-profit charitable organization, War Child Canada operates with the assistance and efforts of members who comprise its volunteer Board of Directors (the "Board"). In order to allow Board members to contribute to the promotion and well-being of War Child Canada and avoid situations involving conflicts of interest, War Child Canada has adopted a Conflict of Interest policy the terms and conditions of which are set out below.

2. Scope

This policy applies to all members of the Board of Directors of War Child Canada.

3. Responsibility & Authority

All members in achievement of their tasks and goals will be responsible for aligning to the guidelines of this policy. All situations that fall outside these guidelines will need the prior discussion and approval of the Board of Directors.

4. Policy Statements

No Board member may be involved in any situation that creates, or appears to create, a conflict of interest with War Child Canada without the written consent of War Child Canada's Executive Director or the Chair of the Board and/or his/her designate.

A conflict of interest is any personal activity, or other interest, that may: (1) interfere with the performance of the work as a Board member for, and loyalty to, War Child Canada; (2) affect a Board member's ability to perform their job duties or abilities to act in War Child Canada's best interests including, without limitation, engaging in any illegal activities; (3) result in conflicting loyalties; or (4) may give the appearance of any of the foregoing to someone who becomes, or may become, aware of this activity. Examples of conflicts may include, but are not limited to:

- Involvement in any outside activity, business or employment (profit or non-profit) which may conflict with the responsibility to act in the best interests of War Child Canada or which is not compatible with the best interests of War Child Canada (including, without limitation, using War Child Canada time, resources, intellectual property or personal knowledge obtained from the duties with War Child Canada to perform such activity);
- A circumstance in which a member, a member's relative, or someone with whom a member has a personal relationship, is involved in a business or activity including, without limitation, employment or as an owner, that may conflict with that member's duties or responsibilities to War Child Canada or affect that member's judgment in making a decision affecting War Child Canada; and
- A circumstance in which a member and other Board members or employees of War Child Canada who are related to that member hold positions wherein one relative can influence the performance or the performance appraisal of the other.

All Board members are expected to act in the best interests of War Child Canada and to safeguard its reputation by avoiding conflicts of interest or even the appearance of a conflict. All members should avoid any association or activity that may cause others to doubt the fairness or integrity or that member's ability to perform their duties objectively. All members are required to fully disclose any interest that member and/or the members' family has in any entity that does business with the organization and that any change in the information concerning potential conflicts should be provided to the organization immediately.

Should a member find themselves in a situation that may put you into a conflict of interest, contact the War Child's Executive Director or the Chair of the Board in order to address or resolve any potential conflict.

5. Procedures (list them here and reference the actual documents)

Self-declaration at time of appointment.

Confidentiality Release – inclusive of communications plan for both parties.

6. Violation/Breach of Policy

If you observe a conflict of interest or potential conflict of interest that affects someone other than yourself who happens to be a Board member, you may report such an incident or situation to War Child's Executive Director or to the Chair of the Board.

In the event that a Board member engages in any activity that is determined by War Child, acting reasonably, to constitute a conflict of interest, War Child's Board of Directors reserves the right to terminate the Board member's association with War Child immediately and without notice.

Should you have any questions or concerns about the application of this policy, please contact the War Child's Executive Director or the Chair of the Board

Related Policies:

H2.1 Code of Conduct

H2.3 Child Protection Policy