



## GOVERNANCE SERIES

<b>SUBJECT:</b> Conflict of Interest	<b>POLICY NO:</b> GOV – 4	<b>LAST REVISED:</b> March 25, 2018
<b>APPROVED BY:</b> General Council	<b>NO. OF PAGES:</b> 1	<b>DATE ORIGINATED:</b> October 26, 2008

### **Policy**

Council members shall not permit any personal activities or interest to conflict with their duties and responsibilities to the Saskatchewan Polytechnic Students' Association Inc. In addition, council members shall avoid any perception that their personal interests may conflict with such duties and responsibilities.

### **Procedure**

1. Any member with a potential conflict of interest shall disclose forthwith the potential conflict of interest to the chair or any committee or board, and shall excuse herself/himself from participation in the discussion and abstain from voting on that particular issue.
2. In the case that the chair is in conflict of interest, disclosure shall be made to the SPSA, the board or the committee, and the chair shall step down to another chair appointee and will abstain from participation in the voting for that particular issue.
3. Any council member who perceives another member to be in a conflict of interest in a matter under consideration must identify the perceived conflict to the board. With the member perceived to be in conflict refraining from voting, the board shall determine by majority vote whether or not a conflict of interest exists. If a council member is declared by majority vote to be in conflict of interest, he/she shall abstain from voting on that particular matter.
4. No council member be employed by the SPSA in its' service or operational areas.