



FNFN/NRRM Community Forest GM and Contractor Conflict of Interest Policy

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Date Reviewed:

Date Updated:

Policy Objectives

The Board expects of the General Manager (GM) and its contractors conduct that is ethical and that does not violate the integrity of itself or the organization.

Conflict of interest is a breach of an obligation to the organization that has the effect or intention of advancing one's own interest or the interest of others in a way detrimental to the interests or potentially harmful to the integrity or fundamental mission of the organization. Conflicts of interest and the appearance of conflicts of interest must be avoided.

Conflict of Interest Defined

1. **Personal Gain from Decisions:** A conflict exists where a decision made by the General Manager (GM) or contractor in their role may result in direct or indirect financial gain for them personally.
2. **Ongoing Private Interests:** A conflict arises if a GM's or contractor's private affairs or financial interests are in an ongoing or recurring conflict with their professional responsibilities to the organization.
3. **Compromising Public and Board Trust:** If actions by the GM or contractor compromise or risk compromising the trust placed in the organization by the public or Board members, or could be viewed as corrupt, this constitutes a conflict.
4. **Future Impairment to Objectivity:** A conflict occurs when actions by the GM or contractor may impair their ability to act in the organization's best interests in the future.
5. **Accepting Gifts or Favours:** A conflict includes accepting gifts, money, or other benefits that could reasonably be perceived as incentives or compensation in return for professional favours.
6. **Confidential Information:** Sharing confidential organizational information with unauthorized persons or entities constitutes a conflict of interest.



When a Conflict of Interest May Occur

1. **Participation in Decisions for Personal Gain:** A conflict occurs when a GM or contractor participates in decisions or discussions that may benefit them or those close to them.
2. **Influence of Personal Interests:** A GM or contractor is in conflict if personal interests influence their decision-making, potentially impairing their ability to act in the organization's best interest.
3. **Nepotism in Employment/Contracting:** A GM or contractor must not use their position to secure employment for themselves or associates within the organization.
4. **Association with Other Interested Parties:** A conflict also exists if the interests of a friend, family member, business associate, or any person or entity closely associated with the GM or contractor could impair their ability to act objectively.
5. **Perceived Conflict of Interest:** A conflict includes situations where a reasonable person might perceive that the GM or contractor could act in a way that favors personal interest or those of associated parties.

Managing Conflict of Interest

1. **Temporary Withdrawal for Employment/Contracting Consideration:** Should a GM or contractor be considered for employment/contracting within the organization, they must withdraw temporarily from relevant deliberations, and access to pertinent information.
2. **Disclosure of Conflicts:** If a GM or contractor identifies a conflict of interest, they must inform the Board or relevant supervisors. They are responsible for identifying and declaring any actual or perceived conflicts.
3. **Reporting Conflicts of Others:** Individuals aware of a GM or contractor's conflict of interest (actual or perceived) have an obligation to address it with the involved party and, if unaddressed, to notify the Board.
4. **Acknowledgement of Permissible Conflicts:** The Board may acknowledge a conflict involving the GM or contractor and determine if it is acceptable, provided the Board formally acknowledges the conflict.

Procedure When Conflict Arises

1. **Annual Disclosure Statement:** The GM or contractor will voluntarily disclose any potential conflicts of interest annually through a Disclosure Statement.
2. **Dispute Resolution:** Should a dispute over a conflict of interest arise, the Board will resolve the issue, and its decision will be final.
3. **Absence from Discussion:** A conflicted GM or contractor must leave the room upon the Board's request and refrain from participating in the topic's discussion.
4. **Recall for Factual Clarification:** The conflicted person may be recalled to answer questions of fact if their knowledge is essential for the Board.
5. **Meeting Records:** Declarations of conflict and subsequent absences will be documented in the meeting minutes.
6. **Refrain from Influence:** The conflicted individual will abstain from attempting to influence the issue, directly or indirectly.