



WENTWORTH SKI RACING CLUB

Conflict of Interest Policy

1. Policy Brief & Purpose

Wentworth Ski Racing Club's (WSRC's) **Conflict of Interest Policy** refers to any case where a Director's, coach's, official's or volunteer's personal interest might contradict the interest of WSRC. This is an unwanted circumstance as it may have heavy implications on the Director's, coach's, official's or volunteer's judgement and commitment to WSRC, and by extension to the realization of WSRC's goals.

This policy will outline the rules regarding conflict of interest and the responsibilities of Directors, coaches, officials or volunteers and WSRC in resolving any such discrepancies.

2. Scope

This conflict of interest policy applies to all prospective or current Directors, coaches, officials or volunteers of WSRC, as well as independent contractors and persons acting on behalf of WSRC.

3. Policy Elements

The relationship of WSRC with its Directors, coaches, officials or volunteers should be based on mutual trust. As WSRC is committed to preserve the interests of people under its employment, it expects them to act only towards its own fundamental interests.

Conflict of interest may occur whenever a Director's, coach's, official's or volunteer's interest in a particular subject may lead them to actions, activities or relationships that undermine WSRC and may place it to disadvantage.

4. What is a conflict of interest?

This situation may take many different forms that include, but are not limited to, conflict of interest examples:

- Directors, coaches, officials or volunteers' ability to use their position with WSRC to their or their family members' personal advantage.
- Directors, coaches, officials or volunteers engaging in activities that will bring direct or indirect profit to themselves.
- Directors, coaches, officials or volunteers using connections obtained through WSRC for their own private purposes
- Directors, coaches, officials or volunteers using club equipment or means to support an external business
- Directors, coaches, officials or volunteers acting in ways that may compromise WSRC's integrity



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5. Responsibilities

The possibility that a conflict of interest may occur can be addressed and resolved before any actual damage is done. Therefore, when an a Director, coach, official or volunteer understands or suspects that a conflict of interest exists, they should bring this matter to the attention of management so corrective actions may be taken. Supervisors must also keep an eye on potential conflict of interests of their subordinates.

The responsibility of resolving a conflict of interest starts from the immediate supervisor and may reach Board of Directors. All conflicts of interest will be resolved as fairly as possible. Board of Directors has the responsibility of the final decision when a solution cannot be found.

In general, Directors, coaches, officials or volunteers are advised to refrain from letting personal and/or financial interests and external activities come into opposition with WSRC's fundamental interests.

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6. Disciplinary Consequences

In cases when a conflict of interest is deliberately concealed or when a solution cannot be found, disciplinary action may be invoked consistent with the disciplinary policy up to and including termination for employees of WSRC, or in the instance of volunteers and officials a request to remove themselves from the role. In the instance of Directors there would be a request to resign. The disciplinary policy more fully describes WSRC's process for dealing with disciplinary issues that cannot be resolved.