



# *Nova Scotia College of Chiropractors*

## *Board Policy: Conflict of Interest*

*Approved by  
the Board of  
the NSCC*

*Effective  
March 1, 2009*

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*Pages  
2*

### INTRODUCTION

A conflict of interest exists when the interests or concerns of any Director are or may be seen as conflicting or competing with the interests or concerns of the Organization, which in this case, is the Board of the Nova Scotia College of Chiropractors (BNSCC). Any potential, real or perceived, conflict between an individual's interest, and those of the BNSCC, must be resolved in favor of the BNSCC. Not only must your action be free from any conflicts, but also you must also ensure, that they are seen to be free from any conflicts of interest. It is therefore important that you consider what other people might think of the situation.

### INTENT

To determine and define circumstances in which a conflict of interest may exist or arise for BNSCC members, so the BNSCC member may declare the conflict and appropriate action may be taken

### DESCRIPTION

Members of the BNSCC, committee members, staff, representatives and decision makers of the Nova Scotia College of Chiropractors shall not:

1. Knowingly place themselves in a position where they are under obligation to any person who might benefit from special consideration or favor on their part, or might seek, in any way, preferential treatment.
2. Give, in the performance of their duties and obligations, preferential treatment to self, relatives, or friends; or to an organization in which they or their relatives or friends, have an interest, financial or otherwise.
3. Benefit from the use of information acquired during the course of their official duties with the BNSCC, which is generally not available to the public.
4. Engage in any outside work, activity, or business undertaking, which would appear to be in violation of all other conflict of interest policies.
5. Use property, equipment, or supplies of BNSCC for activities not associated with the discharge of official duties with BNSCC.

6. Obtain by virtue of his/her position on BNSCC any benefit, privilege, money, appointment, employment or any other personal gain.
7. Use their position to campaign publicly for or on behalf of any person in any election or appointment process outside of the BNSCC
8. Evaluate or take part in an evaluation of staff members when the Board member has a personal or professional relationship with the staff person outside the office
9. Place themselves in a position where they could influence decisions or contracts from which they could derive any direct or indirect benefits or interest.
10. Accept any gift that could reasonably be construed as being given in anticipation of, or recognition of any special consideration by the Board of Directors, Committee Members, or Staff of NSCC.

### Disclosure and Resolution of a Conflict of Interest

If a Board member, Committee member, staff person, representative, or decision maker of the BNSCC believes that they are in a potential, perceived or actual conflict of Interest, the Board member must take immediate steps, including, if necessary, resigning as Board member, to remove the Board member from those circumstances.

If a Board member, Committee member, staff person, representative, or decision maker of the BNSCC believe that they may be, in a potential, actual, or perceived conflict of interest, with respect to a particular matter to be considered, the *member* must promptly:

1. declare the potential or perceived conflict of interest,
2. disclose and answer questions of the general nature of the potential or perceived conflict of interest,
3. request that the disclosure be entered in any minutes of that meeting, and
4. If the findings of the Board are such that the members deemed to be in a conflict of interest, the situation must be resolved or remediated to the satisfaction of the Board. If this cannot be reasonably accomplished, the person may be removed from their position of responsibility with the Board of the Nova Scotia College of Chiropractors, or conditions may be placed upon their duties and actions so that said conflict is deemed to be inconsequential.

The Member must not attempt in any way to influence the outcome of that particular matter, unless such participation is approved by a majority vote of the directors or committee members.