

Policy: Conflict of Interest Policy Template

Approval Date: _____

Approved By: _____

Purpose:

The Church, as a ministry initiated and sustained by God, has a mandate to conduct all of its affairs decently and above reproach both in the sight of God and man. Such a mandate includes a commitment to operate with the highest level of integrity and to avoid conflicts of interest that either directly or indirectly result in material personal advantage or privilege.

As a registered charitable organization, the Church depends for its continued existence on charitable contributions from the public. Maintenance of the Church as a charity under trust law and registration with Canada Revenue Agency (CRA) under the Income Tax Act is important both for its continued financial stability and for the receipt of contributions and public support. CRA and provincial regulators view the operations of the Church as a public trust which must devote all of its resources for exclusively charitable purposes of benefit to the public. Therefore, the Church is accountable to both governmental authorities and the public at large.

Scope:

Conflict of interest arises in a transaction or significant relationship between the Church's board members and employees and where the board member, employee or a person who does not deal at "arm's length" with a board member or employee:

- realizes a direct or indirect gain of a commercial nature, or
- receives a direct or indirect significant advantage or privilege in connection with any such transaction or significant relationship.

Policy:

No member of the Board or employee of the Church shall have an inappropriate conflict of interest with regard to business conducted in the name of the Church. A conflict of interest will be considered to be inappropriate where such a situation would influence, or would have the appearance of influencing, the conduct or judgment of any member of the board or employee of the Church.

The fact that a conflict exists does not necessarily mean that the conflict is objectionable, or material enough to be of practical importance, or that it is necessarily adverse to the interests of the Church or its charitable purposes. However, it is the policy of the Board that the existence of any conflict must be disclosed before any transaction or action is carried out. If a board member or employee has any doubt, or has questions of interpretation, the Chair should be consulted. Disclosure should be made at the earliest date possible and should be in writing.