



**Board of  
Governors Policy  
Manual**



Policy #: B-9

Approved: 2007-11-13

Revised: 2023-05-09

Motion: 34-05-23



## Policy

The Board of Governors of Northern College of Applied Arts and Technology will open each Board and Committee meeting with a call for disclosures of actual, potential, or perceived conflict of interest. Governors will declare any conflict of interest in compliance with the Minister's Binding Policy Directive on Conflict of Interest, Apr. 1, 2003.

### Conflict of Interest Guidelines

#### 1. Private/Personal Interests

Private/Personal interests include those relating to or involving money (pecuniary) and other interests unrelated to money (non-pecuniary). For the purpose of these guidelines, "related person" refers to a spouse, life partner, child, parent, sibling or close friend of the member as well as any business entity in which the individual has a material interest.

Generally, pecuniary (monetary) interests lead to a conflict of interest when a Governor or related person is in a position to directly or indirectly:

- i) personally benefit financially or avoid financial loss as a result of a contract or other matter of a monetary nature in which the College is involved; or
- ii) use information obtained as the result of being a Governor for personal benefit.

Conflict of interest will be considered not to exist where:

- i) a pecuniary interest is so remote or insignificant in nature that it cannot be reasonably regarded as likely to influence a Governor;
- ii) the pecuniary interest of the Governor is in common with a broad group of which the Governor is a member; or
- iii) and where the issue is one of general or public information.

Other private/personal interests lead to a conflict of interest when a Governor has non-economic interests such as religious, political, corporate and/or institutional interests which supersede or compete with their duties and responsibilities as Governor.

A Governor's ability to place College interests first may come into question in situations where the Governor holds a position of influence in another organization which has taken positions on issues related to ones under discussion by the Board. In such situations, a Governor's loyalties may be divided between serving the best interests of two different organizations. Conflict of interest should be declared in such situations.

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## Monitoring System

All Board members have a responsibility to declare their own actual, potential or perceived conflicts of interest and to draw the Board's attention to actual, potential or perceived conflicts of interest on the part of other Board members.

The Board Chair has the responsibility for ensuring that opportunity exists at each meeting for members of the Board to declare a conflict of interest.