
Appendix “C”

Policy on Conflict of Interest



**CANADIAN AUTOMOBILE SPORT CLUBS,
ONTARIO REGION**
703 Petrolia Road,
Downsview, Ontario
Canada. M3J 2N6

<http://www.casc.on.ca>

AMENDED TO THE MANUAL OF POLICIES NOVEMBER 18, 2000



The Board of Directors, recognizing the need for a policy regarding conflict of interest, have drawn up and approved the following statement:

INTRODUCTION

Any organization in today's society be it a commercial business, recreational or sporting in nature, needs to ensure that it is not subject to complaints with respect to conflict of interest. In our case, a conflict of interest may arise when anyone acting on behalf of or with the authority of CASC-OR making any decision by or on behalf of CASC-OR has any interest whatsoever which might be or might be viewed to be in conflict with the interest of any of those who are or who may be affected by such decision. This would include the actions of not only officers, directors, executives and staff, but in our case competition officials for an event or series, competition officials elected or appointed to regional positions and anyone participating in decisions with respect to or on behalf of CASC-OR having an effect on others. It is essential not only from the point of view of possible civil liability, but by reason of the requirements for fairness and natural justice that we ensure that each and every one of the persons referred to above is always seen to be making decisions free from any form of obligation or commitment or any other interest which might conflict with or influence the making of any such decision or the carrying out of their duties with Canadian Automobile Sport Clubs - Ontario Region.

POLICY

It is the policy of the Canadian Automobile Sport Clubs - Ontario Region that no elected or appointed official, employed staff, officer, director, competition official for an event or series or competition official elected or appointed to regional positions or any person with the authority to make any decision by or on behalf of CASC-OR which may or may be perceived to effect CASC-OR or anyone relying upon CASC-OR have or be viewed to have any interest whether direct or indirect which might be in conflict with the interests of CASC-OR or any person or entity which is or may be affected by such decision.

PROCEDURE

Any individual acting on behalf of CASC-OR whose decision may affect beneficially or adversely that person personally or indirectly through a relative or family member, employer or associate must consider the possibility of a real or perceived conflict of interest. Individuals finding themselves in a position where there may be a real or perceived conflict of interest as a result of making a decision, exercising authority or acting on behalf of CASC-OR must take immediate steps to advise the appropriate body which will be the Board of Directors or Region Competition Chairpersons or Region Executive of the existence of the real or potential conflict of interest.

Such individual having declared a conflict, which declaration of conflict should be recorded, may not participate in the making of the decision causing the concern, but may with the direction of the appropriate individual or body participate in carrying out the decision once it has been made.

Any individual who may be in doubt as to whether a conflict of interest exists or wishes a more definitive interpretation of this policy should contact a senior region official in confidence to discuss the matter directly, but must not take or implement a decision with respect to the matter before having done so.



