

## CONFLICT OF INTEREST DECLARATION

<b>DEFINITION</b>	<p>No Director, Officer, employee or member of Gymnastics Ontario shall hold a position or have a direct or indirect interest in any business enterprise operating for profit if:</p> <p>a) it would conflict or be thought to conflict with the proper performance of his/her duties or responsibilities;</p> <p>b) it might affect independence of judgement regarding transactions between the Federation and the business enterprise.</p>
<b>DISCLOSURE</b>	<p>All Directors, Officers, employees, and committee/working group members must provide full and complete disclosure of any direct or indirect business enterprise interests to the Board of Directors as soon as the conflict becomes apparent.</p>
<b>Timing</b>	<p>Full and complete disclosure of any business enterprise interests must be provided to Gymnastics Ontario within 30 days of receipt of the request by Gymnastics Ontario to do so.</p> <p>All Directors, Officers, employees, and committee/working group members must immediately disclose to the Board of Directors any conflict or possible conflict of interest regarding any transaction(s) under consideration by the Board of Directors or any Committee.</p>
<b>OGF PROPERTY</b>	<p>All official correspondence shall be coordinated through Gymnastics Ontario office. All originals of correspondence and/or materials shall be maintained at the Gymnastics Ontario office. Such materials (documents, letters, newsletters, exams, manuals, and any other products or projects etc.) shall include any and all written documentation, audio, or video material, including all versions of electronic files.</p> <p>This agreement between the individual and Gymnastics Ontario shall be a condition of their membership in Gymnastics Ontario. Any individual who produces, develops, coordinates or facilitates correspondence, projects, products, and/or materials through his/her capacity as a member of Gymnastics Ontario, hereby agrees that all such correspondence, projects, products, and/or materials shall remain the property of Gymnastics Ontario.</p>
<b>CONSIDERATION</b>	<p>Notification of conflict or possible conflict of interest must be taken into account in the consideration of the transaction.</p>
<b>Voting</b>	<p>The person disclosing the conflict of interest shall abstain from voting on any matter regarding the transaction.</p> <p>The Board of Directors will ensure compliance of the conflict of interest policy by adopting necessary regulations and procedures as necessary in its discretion.</p>
<b>COMPLIANCE</b>	<p>If full and complete disclosure has not been made within the specified time frame, then the Director, Officer, employee, or committee/working group member will be suspended from duties in Gymnastics Ontario until full and complete disclosure has been made.</p>

**PLEASE PRINT CLEARLY to indicate that you have read and understood the contents of this declaration and the obligations contained herein.**

<b>NAME IN FULL (SURNAME)</b>	<b>(FIRST NAME)</b>	<b>POSITION TITLE/COMMITTEE</b>
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**BUSINESS AFFILIATIONS (INCLUDE ALL BUSINESS ORGANIZATIONS IN WHICH YOU ARE A DIRECTOR, OFFICER, EMPLOYEE OR PARTNER OR IN WHICH YOU HAVE A SUBSTANTIAL INVESTMENT)**

NAME OF BUSINESS	RELATIONSHIP

**OTHER FINANCIAL INTERESTS (LIST ANY TRANSACTION IN WHICH A CONFLICT OF INTEREST MAY BE INDICATED ACCORDING TO THE ABOVE POLICY)**


**DECLARATION I CERTIFY THAT THE ABOVE IS A FULL AND COMPLETE DISCLOSURE OF ALL MATERIAL FACTS.**

<b>SIGNATURE</b>	<b>DATE (D/M/Y)</b>	<b>RETURN TO GYMNASTICS ONTARIO BY (D/M/Y)</b>
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