Waterloo Minor Soccer Club
2001 University Avenue East, Suite 107
Waterloo, Ontario N2K 4K4
Office 519-578-9680

Conflict of Interest Policy

Volunteers of Waterloo United are bound to act honestly, in good faith and in the best interest of the club, its members, partners and supporters. Consistent with such standards of conduct, conflicts of interest and the appearance of conflicts of interest are to be avoided where possible and acted upon openly and appropriately when encountered.

The basis for a Conflict of Interest Policy is to provide for the “unconditional loyalty” of volunteers, which is to keep Waterloo United and its members best interests first in their decision-making. This includes any situation in which volunteers have a private or personal interest sufficient to appear to influence the objective exercise of his/her official duties.

Each volunteer is required upon selection to acknowledge having read the Ontario Soccer Conflict of Interest Policy and to sign the Conflict of Interest Statement.

Volunteers are responsible for informing the Club of circumstances that change with respect to conflicts or potential conflicts, and to amend their Conflict of Interest Statement to reflect such change.

The Club will retain signed copies of the Conflict of Interest Statement at its office.

Decision-Making Process when Conflict of Interest is Present

When a potential conflict of interest is relevant to a decision being considered by the Club, the following process shall occur:

1. The interested party shall call it to the attention of the Executive Director or President
2. Such person shall not be allowed to vote on the matter
3. In some cases, the President can request and have a majority vote by the Board to determine if such person should leave the room and shall not participate in the final deliberation. However, prior to their exiting, questions may be asked of her/him
4. A contract or transaction shall be considered binding if the interest is disclosed and the Board approves, authorizes or ratifies the action in good faith by a majority of directors at a meeting where a quorum is present.

After this action, the official minutes shall reflect that these requirements have been met.

Definition –

Conflict of Interest is defined as a situation in which a person is in a position to derive personal benefit from actions or decisions made in their official capacity.