Northern Flights Disc Golf Inc.
www.northernflightsdiscgolf.ca
info@northernflightsdiscgolf.ca

Conflict of Interest Policy

(For board members and key decision-makers)

Organization: Northern Flights Disc Golf Inc.
Effective Date: 2025-09-18
Version: v1.1

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Conflict of Interest Policy

Purpose:

To ensure that the decisions of the board and staff are made in the best interests of the organization and free from undue influence or personal gain.

Definition:

A **conflict of interest** arises when a board member or volunteer has a personal, professional, or financial interest that may interfere with their duty to act in the organization's best interest.

Policy:

1. **Disclosure Required**
   All board members and volunteers must disclose actual or potential conflicts of interest at the earliest opportunity.

2. **Examples of Conflicts:**

   o Personal or family financial interest in a vendor or contractor doing business with the organization

   o Serving on another board that may compete or conflict with Northern Flights' mission

   o Using organizational assets or relationships for personal gain

3. **Procedure:**

   o Disclose the conflict to the board or supervisor

   o Remove oneself from related discussions or votes

   o The board will decide whether a conflict exists and how to address it

4. **Documentation:**

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o   All disclosures and actions must be recorded in the meeting minutes

5. **Annual Affirmation:**

o   Board members must sign a Conflict-of-Interest Statement annually

Conflict of Interest Statement & Acknowledgment

I, _____, acknowledge that I have received, read, and understood the Conflict-of-Interest Policy for Northern Flights Disc Golf Inc.

I agree to comply with the policy and to disclose any actual or potential conflicts of interest in a timely and transparent manner.

I understand that failure to do so may result in disciplinary action, including removal from the board.

Signature: _____

Date: _____

Board Position: _____