



Registered Nurses Association  
of the Northwest Territories  
and Nunavut

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Board Policy

Policy Description: Conflict of Interest

Policy Number: B4

**Effective Date:** November 9, 2015

**Signature:**

**Review Date:** November 2018

**New Policy** \_\_\_\_\_

**Revision:** Partial  **X** Complete

**Applies To:** RNANT/NU Board of Directors and Committee members.

**Purpose:** The object of this policy is to enhance member and public confidence in the integrity of the Registered Nurses Association of the Northwest Territories and Nunavut, and to facilitate decision making in the best interest of RNANT/NU the ability of the Board and Committee members to give undivided loyalty to the Association.

**Policy:**

- (1) All Board or Committee members will conform to the following:
  - a) Will act in what they believe to be the best interest of the RNANT/NU and its members without compromise by an outside interest.
  - b) Perform their official duties and arrange their private affairs in such a manner that: membership and public confidence and trust in the integrity, objectivity and impartiality of the RNANT/NU are conserved and enhanced; and real, potential or perceived conflicts are addressed.
  - c) Not knowingly take advantage of, or benefit from information obtained in the course of their official duties and responsibilities, and that is not generally available to the public.
  - d) Not knowingly participate/discuss/vote on questions affecting an organization of which they are a Board Member.
  - e) Perform their functions in an objective and impartial manner.
  - f) Not solicit or accept transfers of economic benefit. Incidental gifts, customary hospitality or other benefits of nominal value may be accepted.
  - g) Not act, after they leave their position, in such a manner as to take improper advantage of their previous office.
- (2) Any Board or Committee member with a real or potential conflict of interest shall declare the details of the conflict before discussion of the question and remove themselves from the portion of the meeting during discussion and any voting related to the matter.
- (3) A Board or Committee member who abstains from participation because of a conflict of interest remains present for determining quorum.
- (4) If an undeclared real, potential or perceived conflict does arise between private interests of the Board or Committee members and their Association duties and responsibilities or if a Board or Committee is uncertain if they have a real, potential or perceived conflict, the following process will be followed
  - a) Any potential or perceived conflict of interest will be disclosed (in writing) to the President or President-Elect. If both the President and President-Elect are the members with the perceived conflict of interest the matter may be disclosed (in writing) to another member of the Executive Committee.
  - b) The President, President-Elect or Executive Committee Member will strike an impartial committee under the authority of the Board to propose a solution in a timely manner. The



impartial committee shall be composed of one Board Member and two additional members in good standing.

c) The conflict will be resolved in favour of the Association's interest.

d) Possible solutions may include:

- clarification of the situation to the complainant and to the Board;
- resignation from a particular committee or from the Board;
- may participate but not vote;
- may not participate and may not vote;
- should not be present at discussion of specific issues.

(5) No Board member may be a member of the Registration Committee or Professional Conduct Committee.

**Conditions and Exceptions: N/A**

**Authority and Accountability:**

This policy is issued under the authority of the RNANT/NU Board of Directors and is governed by the Northwest Territories Nursing Profession Act (2003) s13 and Nunavut Nursing Act (2004) s2. The Board of Directors has the authority to revise this Policy as required.

Each member of the Board of Directors and each Committee member is accountable to the Board of Directors and/or the Committee to which they belong, and ultimately the membership, for the implementation of this policy.

**History:**

This policy replaces policy 1.3 Conflict of Interest issued in March 1990 and revised in May 1994, April, 1999, and April 13, 2004.