

# **Manitoba Baseball Association**

## **CONFLICT OF INTEREST POLICY**

### **Purpose**

1. The purpose of this policy is to describe how members of the Manitoba Baseball Association (MBA) will conduct themselves in matters relating to conflicts of interest, and to clarify how MBA will make decisions in situations where conflicts of interest may exist.

### **Definition of Conflict of Interest**

2. Conflicts of interest include both pecuniary and non-pecuniary interests. A *pecuniary* interest is an interest that an individual may have in a matter because of the reasonable likelihood or expectation of financial gain or loss for that individual, or another person with whom that individual is associated. A *non-pecuniary* interest may include family relationships, friendships, volunteer positions in associations or other interests that do not involve the potential for financial gain or loss.

### **Application**

3. This policy applies to directors, officers, employees, contractors, committee members, volunteers and other decision-makers within MBA (hereafter referred to as “Representatives” of MBA).

### **Statutory Obligations**

4. MBA is incorporated under *The Corporations Act* of Manitoba (the Act) and is governed by the Act in matters involving a real or perceived conflict between the personal interests of a director or officer (or other individual involved in decision-making or decision-influencing roles) and the broader interests of the Association.
5. Under the Act, any real or perceived conflict, whether pecuniary or non-pecuniary, between a director’s or officer’s interest and the interests of MBA must at all times be resolved in favour of MBA.

### **Additional Obligations**

6. In addition to fulfilling all requirements of the Act, MBA and its Representatives will also fulfill the additional requirements of this policy. Representatives of MBA will not:
  - a) Engage in any business or transaction, or have a financial or other personal interest that is incompatible with their official duties with MBA, unless such business, transaction or other interest is properly disclosed in accordance with this policy;
  - b) Exploit their positions within the MBA to derive a personal profit from the activities of the Association;
  - c) Exploit their positions within the MBA to lever for themselves a personal profit, advantage or position of prestige;
  - d) Knowingly place themselves in a position where they are under obligation to any person who might benefit from special consideration, or who might seek, in any way, preferential treatment;

- e) In the performance of their official duties, accord preferential treatment to family members, friends or colleagues, or to organizations in which their family members, friends or colleagues have an interest, financial or otherwise;
- f) Derive personal benefit from information that they have acquired during the course of fulfilling their official duties with MBA, where such information is confidential or is not generally available to the public;
- g) Engage in any outside work, activity or business or professional undertaking that conflicts or appears to conflict with their official duties as a representative of MBA, or in which they have an advantage or appear to have an advantage on the basis of their association with MBA;
- h) Use property, equipment, supplies or services belonging to the MBA for activities not associated with the performance of official duties with the Association;
- i) Place themselves in positions where they could, by virtue of being a Representative of M.B.A., influence decisions or contracts from which they could derive any direct or indirect benefit or interest;
- j) Accept any gift or favour that could be construed as being given in anticipation of, or in recognition for, any special consideration granted by virtue of being a Representative of the MBA;
- k) Accept any cash or gift in kind from persons doing or seeking to do business with the MBA, except as may be of a personal nature and nominal in value.

#### **Disclosure of Conflict of Interest**

- 7. On an annual basis and at any time, upon becoming a director, officer, employee or a committee member, all directors, officers, employees and committee members will sign a declaration indicating that they have read, understood and accepted the terms and conditions of the Conflict of Interest Policy and provide a written statement disclosing any real or perceived conflicts that they might have.
- 8. At any time that a Representative of the MBA becomes aware that there may exist a real or perceived conflict of interest, they shall disclose such conflict to the Board of Directors immediately.
- 9. Any person who is of the view that a Representative of MBA may be in a position of conflict of interest may report this matter to the Board.

#### **Resolving Conflicts in Decision-making**

- 10. Decisions or transactions that involve a real or perceived conflict of interest that has been disclosed by a Representative of MBA may be considered and decided upon by MBA provided that:
  - a) The nature and extent of the Representative's interest has been fully disclosed to the body that is considering or making the decision, and this disclosure is recorded in the minutes;
  - b) The Representative does not participate in discussion on the matter giving rise to the conflict of interest, unless the body considering the matter votes to allow such participation;
  - c) The Representative abstains from voting on the proposed decision or transaction;
  - d) The Representative is not included in the determination of quorum for the proposed decision or transaction; and

- e) The decision or transaction is in the best interests of the Association.

**Conflicts Involving Employees**

- 11. The MBA will not restrict employees from accepting other employment, contracts or volunteer appointments during the term of their employment with MBA, provided that the employment, contract or volunteer appointment does not diminish the employee's ability to perform the work contemplated in their employment agreement with the MBA. Any determination as to whether there is a conflict of interest will rest solely with the MBA, and where a conflict of interest is deemed to exist, the employee will resolve the conflict by ceasing the activity giving rise to the conflict.

**Enforcement**

- 12. Failure to adhere to this policy may give rise to discipline in accordance with the MBA's Code of Conduct and Discipline policy.

APPROVED BY RESOLUTION OF THE MANAGEMENT COMMITTEE OF THE MBA this 26<sup>th</sup> day of April, 2005

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President

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Vice-President Policy

Reviewed by Executive Committee – November, 2007 – no amendments or additions.