



Conflict of Interest Policy

Purpose

The purpose of this policy is to ensure all representatives of the Peninsula Spitfires Volleyball Club ("the Club") act in the best interests of the Club, Volleyball BC, and Volleyball Canada, and avoid situations where personal interests conflict or appear to conflict with their duties.

Scope

This policy applies to Board members, coaches, staff, volunteers, committee members, and anyone representing the Club.

Definitions

Conflict of Interest: Any situation in which a representative's actions or decisions could be influenced by personal, financial, family, or other interests, or those of close associates.

Obligations

- Representatives shall not place themselves in situations of real or perceived conflict.
- Representatives must disclose any actual, potential, or perceived conflict to the Board, in writing, as soon as it arises.
- Disclosure must occur before appointment/election, at the start of the season, and as needed.
- Representatives in conflict must recuse themselves from discussions and decisions relating to the conflict.

Reporting and Management

- Any member of the Club may report a possible conflict to the Board verbally or in writing.
- The Board will consider disclosures and reports and determine whether a conflict exists.
- If a conflict is found, the Board may:
 - Suspend or remove certain responsibilities or decision-making authority
 - Suspend or remove from positions, teams, events, or activities

- Expel from the Club if necessary
- Actions and disclosures will be documented in Board minutes.

Principles

- Representatives must act with integrity and in the Club's best interests.
- Decision-makers in conflict may not participate in relevant discussions or votes.
- Failure to disclose may result in disciplinary action, including removal or expulsion.

Review

This policy will be reviewed yearly and whenever necessary to remain compliant with Volleyball BC and Volleyball Canada.