

Yad Ezra

Conflict of Interest Policy

Conflict of interest arises whenever the personal or professional interest of a board member is potentially at odds with the best interests of Yad Ezra. Therefore, Yad Ezra will avoid where possible even the appearance of impropriety.

Situations may arise where board members or staff members are commercially engaged by Yad Ezra for organization-related services. Because these situations involve potential conflict of interest, the following procedures apply.

If an issue is to be decided by the board that involves potential conflict of interest for a board member, it is the responsibility of the board member to:

1. Identify the potential conflict of interest.
2. Not participate in discussion of the program or motion being considered.
3. Not vote on the issue.

If a potential conflict of interest involves a key staff member, it is the responsibility of that staff member to notify a member of the executive committee to bring the issue to the executive for evaluation and resolution.

It is the responsibility of the board to:

1. Only decide to hire or contract with the board member or staff members if they are the best qualified individuals available, and willing to provide the goods or services needed at the best or standard price.
2. Record in the minutes of the board meeting the potential conflict of interest, and the use of the procedures and criteria of this policy.

Although it is not a conflict of interest to reimburse board members or staff members for expenses incurred (such as the purchase of supplies), board members are prohibited from being paid for serving on the Board.

A copy of this policy shall be given to all Board members and key staff members. Each board member and key staff member shall sign and date the policy at the beginning of her/his service or employment.

I acknowledge my responsibility as a board member of Yad Ezra to comply with this Conflict of Interest Policy.

Print Name

Signature

Date