TITLE: CONFLICT OF INTEREST AND PERSONAL BIAS

DATE APPROVED: January 24, 2010

SIGNED: Frankie Victor (Secretary)

Policy Statement:

All members of the Executive Committee, members of committees of the BOABC and other persons acting on behalf of the BOABC shall at all times put the interests of the BOABC and its members ahead of their own interests.

Purpose

This Policy is to ensure that all Executive Committee, committee members and other persons acting on behalf of the BOABC pursue the best interests of the BOABC and its members at all times, while abstaining from issues or situations that may involve, or appear to involve, a personal bias or conflict of interest.

Application

1. Persons in positions of responsibility within the BOABC shall ensure that they:

   • Act in the best interests of the BOABC, BOABC members, and the building official occupation generally in all actions and decisions made on behalf of the BOABC.
   • Abstain from participating in discussions or decisions where there is a conflict of interest or where it may appear that there could be a conflict of interest.
   • Abstain from participating in discussions or decisions regarding a member where there is a personal bias or where it may appear that there could be personal bias.
   • Seek detail or more information where they are asked to make a decision where the alternative courses of action are unclear.

Annual Undertaking

Undertakings to abide by this Policy shall be signed each year by the Executive Committee, committee members and all other persons acting on behalf of the BOABC in positions where conflict of interest or personal bias issues are unclear.