

Conflict of Interest

Conflict of Interest Policy

1. OBJECTIVE

1.1. The aim of this policy is to provide a standard of behaviour that prevents exploitation of conflict of interest situations.

2. FIELD OF APPLICATION

2.1. This policy shall apply to athletes, coaches, officials, volunteers, directors, officers and administrators and members of the UKBJJA while engaged in the activities of the organisation.

3. DEFINITIONS

3.1. Conflict of interest – Any situation in which an individual or organization representing the UKBJJA in any capacity is influenced or could be influenced in a decision by personal, family, financial, business or other interests which override the UKBJJA's best interests.

4. PRINCIPLES

4.1. The UKBJJA is committed to providing sport environment that is characterized by honesty, excellence, fairness, integrity, open communications and mutual respect.

4.2. The UKBJJA believes that these values and ideals are in the best interest of all who participate in the sport of Brazilian Jiu Jitsu.

5. POLICY STATEMENTS

5.1. UKBJJA representatives have the obligation to avoid ethical, legal, financial, or other conflicts of interest and to ensure that their activities and interests do not conflict with their obligations to the UKBJJA.

6. PROVISIONS

6.1. Athletes, coaches, officials, volunteers, directors, officers and administrators and members of UKBJJA acting on its behalf shall not:

- a. Engage in any business or transaction or have a financial or other personal interest which is incompatible with the discharge of their duties and obligations;
- b. Knowingly place themselves in a position where they are under obligation to any person who might benefit from special consideration or favour on their part or who might seek, in any way, preferential treatment;
- c. Knowingly place themselves in a position where they could be influenced in a decision by personal, family, financial, business or other interests;

- d. Accord, in the performance of their duties and obligations, preferential treatment to relatives or friends or to organisations in which they or their relatives or friends have an interest, financial or otherwise;
- e. Benefit from the use of information acquired during the course of their official duties, which is generally not available to the public;
- f. Engage in any outside work, activity, or business undertaking
 - i. that conflicts or appears to conflict with their duties as a Director or Council Member, Staff Person, or representative of the UKBJJA;
 - ii. in which they have an advantage or appear to have an advantage derived from their association with the UKBJJA; or
 - iii. in a professional capacity that will or might appear to influence or affect the carrying out of their duties as a UKBJJA Board or Council Member, Staff Person, or representative of the UKBJJA;
- g. Use UKBJJA property, equipment, supplies, or services of consequence for activities not associated with the discharge of official duties;
- h. Place themselves in a position where they could derive any direct or indirect benefit or interest from any contracts, the decisions with respect to which, they could influence; or
- i. Accept any gift that could reasonably be construed as being given in anticipation or recognition or of special consideration by the UKBJJA.

6.2. Disclosure of conflict of interest shall be made in the following ways:

- a. For those who are nominated for election, they will disclose prior to the election their potential conflict of interest;
- b. At the first annual meeting of the Board or a Committee, each member shall make verbal disclosure of their interests, to be recorded and submitted to the Committee;
- c. In addition to the foregoing, whenever a Director or Officer, other UKBJJA member or Staff Person considers that he or she could be, or could potentially be, in a conflict of interest, he or she shall disclose this conflict to either the Committee (if during a committee meeting) or the Board of Directors;
- d. Any UKBJJA member or Staff Person who feels that another UKBJJA member or Staff Person is in a conflict of interest can raise the matter with the Committee;
- e. If a Director or Officer or Staff Person is in doubt as to whether or not a conflict of interest situation exists, he or she should provide disclosure

6.3. Following disclosure of conflict of interest which could affect the carrying out of the duties of the Director or Officer, or UKBJJA member or Staff Person, or where the personal interest is sufficient to appear to influence the objective exercise of his or her official duties such individual will withdraw from all situations where the conflict exists. When in doubt the Board of Directors will make the final determination as to the course of action.

6.4. Following disclosure of a conflict of interest with respect to a particular decision, the following principles shall apply:

- a. The individual in conflict of interest may not participate in discussion of this decision as an advocate on his or her own behalf, either formally at the meeting or informally

through private contact, communication, and discussion, unless such participation is approved by a unanimous vote of the Board of Directors;

- b. Except where participation in discussion has been properly approved as per Section 6.1, the Director, Officer or Staff Person shall not be present at that portion of a meeting when matters in which they have an interest are considered; and
- c. The individual in a conflict of interest shall not participate in any vote on the matter.

6.5. Where an UKBJJA representative has failed to disclose a conflict of interest the Chairman will take the following actions:

- a. Request that the UKBJJA representative's actions be justified in writing;
- b. Discuss the circumstances at the next appropriate meeting. Based on the decision of the Board, the UKBJJA representative may be requested to cease those actions that brought about the conflict of interest or withdraw.