

Conflict of Interest Policy

Purpose:

The purpose of this Conflict of Interest Policy is to protect the interests of Global Women Foundation & Band of Brothers (GWFB.OB) by ensuring that decisions are made in a manner that is fair, transparent, and free from undue influence.

Definition of a Conflict of Interest:

A conflict of interest exists when a board member, officer, key staff, or volunteer has a financial, personal, or organizational interest that may compromise, or appear to compromise, their ability to act in the best interests of GWFB.OB. Conflicts of interest may include:

- Business or financial relationships with vendors, contractors, or partners.
- Personal relationships that could improperly influence decision-making.
- Employment or consulting arrangements with organizations that may compete with or benefit from GWFB.OB's activities.

Disclosure and Review Process:

- Board members and key staff must **disclose potential conflicts annually** via a Conflict of Interest Disclosure Form. (Below)
- Any conflicts must be **reported immediately** to the Board Chair or Executive Director when they arise.
- The Board will review reported conflicts and determine appropriate actions, which may include recusal from discussions, exclusion from decision-making, or divestment from financial interests.

Procedures for Managing Conflicts:

- Any individual with a conflict **must recuse themselves** from discussions and votes related to the matter.
- The Board must document all conflicts and decisions in meeting minutes.
- If a conflict is deemed significant and unavoidable, the Board may determine that resignation from the board or position is necessary to uphold integrity.

Violations of the Policy:

- If a board member or staff fails to disclose a conflict, they may be subject to disciplinary action, including removal from their position.