

BASKETBALL BC CONFLICT OF INTEREST POLICY

1. DEFINITIONS

1.1 These terms will have these meanings in this Policy:

- a. *"Conflict of Interest"* - Any situation in which a Representative's decision-making, which should always be in the best interests of Basketball BC, is influenced or could be influenced by personal, family, financial, business, or other private interests. This includes an actual or perceived conflict.
- b. *"Pecuniary Interest"* - An interest that an individual may have in a matter because of the reasonable likelihood or expectation of financial gain or loss for that individual, or another person with whom that individual is associated.
- c. *"Non-Pecuniary Interest"* - An interest that an individual may have in a matter which may involve family relationships, friendships, volunteer positions or other interests that do not involve the potential for financial gain or loss.
- d. *"Representatives"* - Individuals employed by, or engaged in activities on behalf of Basketball BC including: coaches, staff members, convenors, contract personnel, volunteers, managers, administrators, committee members, and Directors and Officers of Basketball BC

2. PURPOSE

2.1 Basketball BC strives to reduce and eliminate nearly all instances of conflict of interest at Basketball BC; by being aware, prudent, and forthcoming about the potential conflicts. This Policy describes how Representatives will conduct themselves in matters relating to conflict of interest and clarifies how Representatives shall make decisions in situations where conflict of interest may exist.

3. SCOPE AND APPLICATION

3.1 This Policy applies to all Representatives.

4. STATUTORY OBLIGATIONS

4.1 Basketball BC is incorporated under the Societies Act (*"Act"*) and is governed by the *Act* in matters involving real or perceived conflict between the personal interests of a director or officer (or other individual involved in decision-making or decision-influencing roles) and the broader interest of Basketball BC.

4.2 Under the *Act*, any real or perceived conflict, between a Representative's interest and the interests of Basketball BC must at all times be resolved in favour of Basketball BC.

5. ADDITIONAL OBLIGATIONS

5.1 In addition to fulfilling all requirements of the *Act*, Representatives will also fulfill the additional requirements of this policy. Representatives will 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, contact, communication, and discussion, unless such participation is approved by a unanimous vote of the applicable decision-making group.
- c. Except where participation in discussion has been properly approved as per the above subsection, the Representative shall not be present at that portion of a meeting when matters in which they have an interest are considered.
- d. The individual in a conflict of interest shall not participate in any vote on the matter.

6. ENFORCEMENT

6.1 Where a Representative has failed to disclose a conflict of interest, the Board of Directors will take the following actions:

- a. Request that the Representative's actions be justified in writing.
- b. Discuss the circumstances at the next meeting of the Board (if necessary, the Board may call an emergency meeting of the Board to consider the circumstances). Based on the decision of the Board, the Representative may be requested to cease those actions that brought about the conflict of interest or withdraw from those activities that cause a conflict of interest. Should the Representative continue those actions or activities that have been deemed to be in conflict with the interests of Basketball BC, the Representative will be removed from their position.

6.2 Representatives who fail to meet the standards of behaviour described within this policy will be subject to disciplinary sanctions as identified within Basketball BC's [Discipline and Complaints Policy](#).

7. DOCUMENTATION AND PUBLICATION

7.1 Documentation relating to conflict of interest situations shall be recorded in the minutes of the applicable committee or Board meeting.

8. RIGHT TO APPEAL

8.1 If the Representative is removed from their position and wishes to appeal the decision, a written request for Appeal must be submitted in accordance with Basketball BC's [Appeal Policy](#).

9. REVIEW AND APPROVAL

This Policy was reviewed and approved by the Basketball BC Board of Directors on March 31, 2026.



Conflict of Interest - Declaration Form

I have read the accompanying Basketball BC *Conflict of Interest Policy*, I agree to be bound by the obligations contained therein, and I commit to avoid any real or perceived conflict of interest. I also commit to disclosing the existence of any real or perceived conflict of interest to the Board of Directors, as soon as it is known to me.

I declare the following interests which may represent a potential conflicting interest:

_____	_____	_____
Name	Signature	Date

Witnessed by:

_____	_____	_____
Name	Signature	Date