



Policy Name: Conflict of Interest

Policy Number: PSO-012

Date Approved: September 2026

Next Review Date: February 2027

PREAMBLE

Curling Ontario acknowledges that conflicts of interest indicate a healthy organization that is well connected to the sport and to the organization's mission.

This policy applies to the expected conduct of the Board of Directors, committee members and employees of Curling Ontario, when carrying out the business and activities of Curling Ontario. It enables the Board of Directors, committee members and employees to recognize and declare potential conflicts of interest.

DEFINITIONS

Officials: The word "Official" will be used throughout this document to include all members of the Curling Ontario Board of Directors, all members of committee(s), and employees.

Conflict of Interest: Officials are considered to be in a "conflict of interest" whenever they themselves, or members of their family, business partners or close personal associates, may personally benefit either directly or indirectly, financially or otherwise, from their position on the Board, committees or as an employee.

A conflict of interest may be "real," "potential" or "apparent"; the same duty to disclose applies to each. Full disclosure in itself does not remove a conflict of interest.

Committees: This policy applies equally to Curling Ontario representatives who participate in committees of Curling Ontario. The Chairperson of the committee will have similar responsibilities as the Curling Ontario Chair for dealing with conflicts of interest within his/her committee.

PURPOSE

The purpose of this policy outlines the expectations of individuals when conducting activities that further Curling Ontario programs and services. The policy sets forth guidelines for dealing with conflicts of interest and related matters. It is intended to protect Curling Ontario's reputation for integrity, and to increase its capacity for effective governance.

POLICY

Curling Ontario Board of Directors, committee members, employees or representatives of Curling Ontario shall not:

1. Engage in any business or transactions or have a financial or other personal interest which is incompatible with the discharge of their duties and obligations with Curling Ontario.
2. 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 might seek, in any way, preferential treatment.
3. Accord, in the performance of their duties and obligations, preferential treatment to relatives or friends or to organizations in which they or their relatives or friends have an interest, financial or otherwise.
4. Benefit from the use of information acquired during the course of their duties with Curling Ontario, which is generally not available to the public.
5. Use Curling Ontario property, equipment, supplies or services of consequence for activities not associated with the discharge of official duties with Curling Ontario.

6. Place themselves in a position where they could influence decisions or contracts from which they could derive any direct or indirect benefits or interest.
7. Accept any gift that could reasonably be construed as being given in anticipation of recognition or of special consideration by Curling Ontario, Committee Members, employees, representatives or decision makers of Curling Ontario.
8. In addition, engage in any outside work, activity or business undertaking that conflicts or appears to conflict with their duties as Directors, Committee Members, employees, representatives or decision makers of the Curling Ontario.

Procedure for Disclosure

Individuals who are elected, appointed or hired to positions within Curling Ontario, will disclose their potential conflict in the following manner:

- Whenever a Director, committee member, staff person, representative or decision maker considers that he or she could be, or could potentially be, in a conflict of interest as defined within this policy, he or she shall disclose this conflict to the Chair & the Chief Executive Officer immediately.
- Any other Director, Committee member, employee or representative of Curling Ontario who feels that a Director, Committee member, employee or representative of Curling Ontario is in a conflict of interest, shall report the matter to the Chair and the Chief Executive Officer at any time.
- If a Director, Committee member, employee or representative of Curling Ontario is in doubt as to whether or not a conflict of interest situation exists, he or she should provide disclosure to the Chair and the Chief Executive Officer immediately.

Procedure Following Disclosure

Once a Director, Committee member, employee or representative of the Curling Ontario has provided disclosure of a conflict of interest with respect to a particular matter to be considered or decision to be made, the following principles shall apply:

- The individual in the conflict of interest may not participate in discussion of this matter as an advocate on his or her own behalf, either formally at the meeting or informally through private contact, communication or discussion, unless such participation is approved by a majority vote of the Board of Directors or Committee Members.
- The individual in a conflict of interest shall not participate in any vote on the matter.
- Documentation relating to conflict of interest situations shall be recorded in the Minutes of Curling Ontario and all relevant committees of Curling Ontario.

Sanctions for Failure to Adhere to this Policy

- Failure to comply with this policy will be managed in accordance with the procedures outlined in the “Discipline and Complaints” and “Dispute Resolution” policies.
- The final decision regarding a breach of this policy rests with Curling Ontario.