

CONFLICT OF INTEREST [4/6/97]

- A. Purpose:** Establish Conflict of Interest Policy to promote the duty of loyalty to the International Right of Way Association (IRWA) This duty broadly commands those involved with the Association to be faithful to IRWA's best interest and not to use their organizational position or knowledge to advance a personal agenda at the organization's expense.
- B. Applicability:** Applies to all Directors, International Officers, Region Officers, Chapter Officers, International Committees, Chapter Committees and Staff Directorates.
- C. Responsibility:** Applicable individuals will not use their position, or knowledge gained there from, in such a manner that a conflict between the interest of IRWA and their personal interest arises.

Individuals have a duty to place the interest of IRWA foremost in any dealings with the Association and have a continuing responsibility to comply with the requirements of this policy.

The conduct of personal business between applicable individuals and the IRWA is prohibited.

Individuals may not obtain for themselves, their relatives, or their friends a material interest of any kind from their association with IRWA.

If an applicable individual has an interest in a proposed transaction with IRWA in the form of a significant personal financial interest in the transaction or in any organization involved in the transaction, or hold a position as trustee, director, or officer in any such organization, he/she must make full disclosure of such interest before any discussion or negotiation of such transaction.

Any individual who is aware of a potential personal conflict of interest with respect to any matter coming before the Board of Directors, IEC or committee may be present for the discussion, but shall not be present for or vote in connection with the matter.

- D. Disclosure:** Applicable individuals will submit annual reports on the IRWA Conflict of Interest Statement form and if not previously disclosed will make disclosure before any relevant board or committee action.

These reports will be reviewed by the IEC, which will attempt to resolve any actual or potential conflict(s) and in the absence of resolution refer the matter to the Ethics Committee and/or Board of Directors.

CONFLICT-OF-INTEREST STATEMENT

I have read the statement of policy regarding conflict of interest.

To the best of my knowledge and belief, except as disclosed herewith, neither I nor any person with whom I have or had a personal or business relationship is engaged in any transaction or activity or has any relationship that may represent a potential competing or conflicting interest, as defined in the statement of policy.

Further, to the best of my knowledge and belief, except as disclosed herewith, neither I nor any person with whom I have or had a personal, business, or compensated professional relationship intends to engage in any transaction, to acquire any interest in any organization or entity, or to become recipient of any substantial gifts or favors that might be covered by the statement of policy regarding conflicts of interest.

(A) Without exception ____ (Initial Here)

(B) Except as disclosed in the below statement ____ (Initial and provide statement)

Name: Title/Position: _____

Signature: _____ Date: _____