

CONFLICT OF INTEREST - EMPLOYEE/VOLUNTEERS

POLICY

It is North Okanagan Youth and Family Service Society policy that employees and volunteers adhere strictly to the conflict of interest guidelines so that they are free of actual conflict or the appearance of conflict in all work related activities with persons served and/or stakeholders and in the purchase of goods and services or the sale of same to external organizations or businesses.

NOYFSS recognizes the right of employees/volunteers to be involved in activities as citizens of the community. However, employees/volunteers must keep their role as private citizens separate and distinct from their responsibilities as employees/volunteers.

PROCEDURES

Conflict of interest includes situations:

- Where an employee/volunteer's private affairs or financial interests are in conflict with his/her fulfillment of their mandate, responsibilities and obligations or may result in a public perception that a conflict exists;
- Where the actions of an employee/volunteer would compromise or undermine the trust which the public places in the organization.
- At no time should an employee/volunteer take person served to their residence for any reason.

Employees/volunteers should not place themselves in situation where they are under obligation to any person who might benefit from or seem to gain special consideration or favour. The honest and impartiality of employees must be above suspicion.

Casual employees/volunteers may engage in remunerative employment with another employer, carry on a business, or receive remuneration from public funds for activities outside their position provided that:

- It does not interfere with the performance of their duties as an employee/volunteer
- It does not bring North Okanagan Youth and Family Services Society into disrepute.
- When casual employees are approached to provide foster care to a person presently or previously served by NOYFSS they are requested to ask for a letter from MCFD. The letter recognizes that MCFD absolves them of any conflict of interest related to the placement and provision of service (such letter recognizes the potential for conflict but argues the overlying benefit).
- It is not performed in such a way as to appear to be an official act or to represent the organization's opinion or policy; or;
- It does not require that North Okanagan Youth and Family Services Society grant a leave from their regular duties in order that they may pursue this opportunity.