

Athletics Canada and Provincial/Territorial Branch Members

Conflict of Interest Policy, Guidelines and Procedures

CONFLICT OF INTEREST

In accordance with the Act, a Director, Officer, or member of a Committee who has an interest, or who may be perceived as having an interest, in a proposed contract or transaction with the Corporation will comply with the Act and the Corporation's Conflict of Interest Policy and will disclose fully and promptly the nature and extent of such interest to the Board or Committee, as the case may be, will refrain from voting or speaking in debate on such contract or transaction; will refrain from influencing the decision on such contract or transaction; and will otherwise comply with the requirements of the Act regarding conflict of interest.

Candidates for Board of Directors

I agree to stand as a candidate for the Board of Directors of Athletics Canada, whether by election by the Members (the provincial/territorial branches) or by appointment. I affirm that:

- I am of legal age (18 years) and a resident of Canada,
- I understand and will fulfil my obligations as a director under the Canada Not-ForProfit Corporations Act / Provincial/Territorial Societies Acts as applicable.
- I understand and will fulfil the requirements of the Canada / Provincial/Territorial Income Tax Acts as they relate to directors of registered charities and/or non-profit societies,
- As a candidate for Director, I have the support of two Associates and one Member, or the support of the Governance and/or Nominating Committee,
- As a candidate for Athlete Director, I have the support of the Athletes Council / Provincial Territorial Athletes, and have been a member of a National Team in the last four years / Provincial/Territorial Eligibility Requirements to stand for election, and
- I am an Associate of Athletics Canada, or, if not, I undertake to become an Associate within 10 days of being elected. I understand and agree that Directors of Athletics Canada / Athletics Canada Provincial/Territorial Branches commit to ethical and lawful conduct, including the proper use of my authority. I hereby agree to be bound by the Athletics Canada /Provincial Territorial Branch Code of Conduct and Ethics and to respect the independence of the Commissioner's Office. In accordance with the applicable Code of Conduct, I will recuse myself from board discussions and decisions where there may be a perceived or actual conflict of interest, and I will act in the best

interests of Athletics Canada / Athletics Canada Provincial/Territorial Branch at all times.

Name (please print)

Signature

Date

Conflicts of Interest – Sub-Committees of the Board

Sub-committee members must declare conflicts of interest, at the start of each meeting or during a meeting when a conflict of interest arises. The Chair of the sub-committee will decide how declared conflicts of interest will be managed. Typically, the conflicted member will be asked to absent themselves from the conversation and any subsequent vote – this may require switch out committee members with alternates. In any case the conflict and the Chair's decision on how to manage it will be documented in the Official Record of the meeting.