

<b>PA West Soccer Association Policy Manual Policy #</b>	Revision:	Page 1 of 2
Subject: Conflict of Interest	Date Amended:	Date Accepted: 8-10-06

### **Volunteer Conflict of Interest and Loyalties**

Members of all boards (Executive, Adult, and Youth), committee chairs, age group commissioners, and any other volunteer who comes in contact with or works with confidential/secure PA West Soccer data such as player/coach files or information must complete and sign the following disclosure form at the beginning of each seasonal year. Failure to do so will not excuse said individual from adhering to the policies set forth on these forms.

#### **Pennsylvania West Soccer Association Conflict of Interest Policy**

Whereas, the Executive Board of the Pennsylvania West Soccer Association (hereinafter "PA West Soccer") recognizes that to fulfill its responsibilities to its members and to the public at large, it is dependent upon the dedication of the various governing Boards, their Officers, all other representative persons covered under Chapter 6 (By-Laws PA West Soccer), Chapter 16 (Adult Division of PA West Soccer Organizational Rules) and Chapter 25 (Youth Division of PA West Soccer Organizational Rules), employees and staff (hereinafter "Individuals"). Because one aspect of determining qualifications of each of these Individuals is the avoidance of conflicts of interest, it is hereby resolved that the Executive Board of PA West Soccer hereby adopts this policy.

Whereas, individuals have a duty to subordinate personal interests to the welfare of PA West Soccer and those served by PA West Soccer.

Whereas, it is recognized that conflicting interests can be financial, personal relationships, status or power.

Whereas, it is recognized that no policy will cover all potential conflicts, therefore Individuals are expected to be alert to and avoid all situations that may be construed as a conflict of interest with PA West Soccer.

Wherefore:

Individuals affiliated with any vendor or recipient of goods or services to/from PA West Soccer cannot participate in the consideration, negotiation or administration of any contract or other agreement with such vendor or recipient. This does not prevent any individual from participating in general discussions or decisions relating to the scope or quality of services provided/rendered generally, recognizing that such individual may have the greatest knowledge and provide the greatest insight to any such discussion or decision;

Individuals cannot use association with PA West Soccer for material private gain;

Individuals cannot use PA West Soccer confidential information for financial or personal gain;

Individuals cannot be affiliated with any organization that does not comply with the policies and requirements of PA West Soccer with respect to PA West Soccer's internal operations and the administration of PA West Soccer programs;

Individuals cannot be affiliated with any organization that does not comply with the bylaws, rules and regulations of PA West Soccer;

Individuals cannot be affiliated with any organization that, in any way, compromises their loyalty to PA West Soccer;

<b>PA West Soccer Association Policy Manual Policy #</b>	Revision:	Page 2 of 2
Subject: Conflict of Interest	Date Amended:	Date Accepted: 8-10-06

Individuals shall be deemed to be affiliated with an entity or organization if the Individual:

- a. serves as a member of a governing body of that entity or organization; or,
- b. serves as an officer or employee of that entity or organization; or,
- c. has an economic relationship with that entity or organization.

When an Individual is unsure as to whether an affiliation exists, they must disclose the relevant facts to the applicable Board and shall abide by the decision of that Board as to the existence of an affiliation.

Individuals are under a continuing duty to advise the applicable Board of any affiliation as described in this policy.

Any Individual that is found to have a conflict of interest as set forth in this policy will have the right to present information to the applicable PA West Soccer Board as to why no conflict of interest does exist.

The applicable PA West Soccer Board will make all determinations as to whether a conflict of interest does exist. No Individual that is the subject of any conflict of interest issue may participate in any decision relating to whether a conflict of interest exists regarding any Individual.

The right to waive any conflict of interest will be that of the applicable PA West Soccer Board.

Any Individual found to have a conflict of interest shall abide by the decision of the applicable Board.

Please disclose and list any existing or potential conflicts that you may have with PA West Soccer and/or its operations: (use a separate sheet if necessary)

---



---



---



---

I acknowledge that I have been given a copy of the PA West Soccer Conflict of Interest Policy, that I have read it, and I understand its terms and procedures. Further, I agree to abide by it.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Position: \_\_\_\_\_