

**Editors' Association of Canada/Association canadienne des réviseurs**  
**Conflict of Interest Policy**  
**Effective date: December 2014; last revised November 2014**

**Policy purpose**

The purpose of this policy is to ensure that members of the Editors' Association of Canada/Association canadienne des réviseurs avoid any actual or perceived conflict of interest between their private interests and association responsibilities.

**Policy statement**

The Editors' Association of Canada (Editors Canada) respects the principles of conflict of interest and is committed to being open and transparent in all its activities.

**Definitions used within this policy**

Conflict of interest exists where the activities of association members advance their own interests (or the interests of others with whom they have a familial, personal or business relationship) in a way that may be detrimental or potentially harmful to the normal operations, integrity or aims and objectives of the association.

**Applicability**

This policy applies to activities at the national, branch and twig levels of the association.

The policy applies to conflict of interest that occurs when members

- participate in association services, programs or environments, or
- act (or claim to act) as representatives of the association.

The policy is not intended to be used when the conflict of interest may be of an illegal nature.

**Responsibility**

Members of the national executive council, branch executive or committees must declare a conflict of interest on an issue before the council, executive or committee, and any member declaring such a conflict of interest should refrain from voting on the issue. Twig coordinators should do likewise with their fellow twig coordinator.

Association volunteers should declare any conflict of interest between their private interest and association responsibilities.

Editors Canada may apply the association's Bylaw No. 1 (2014), section 2.05 Discipline of Members, in cases where this policy is violated.

## **Contact information**

Enquiries about this policy should be directed to the national office of the Editors' Association of Canada.

info@editors.ca

www.editors.ca / www.reviseurs.ca

416-975-1379

1-866-226-3348 (toll-free)

## **Authority**

This policy is issued under the authority of the members of the Editors' Association of Canada.

Substantive revisions to this policy must be ratified by a vote of the association's national executive council.

This policy will be reviewed every five years.

## **References**

There are no guidelines for implementing this policy.

A related document is Editors Canada's Bylaw No. 1 (2014), section 2.05 Discipline of Members.