

## **SCHEDULE A.1**

### **CONFLICT OF INTEREST DISCLOSURE STATEMENT**

The personal information on this Conflict of Interest Disclosure Statement is collected because you wish to be nominated for election to the board of the College of Psychologists of British Columbia under section 17(3)(a) of the *Health Professions Act* and section 3 of the College's bylaws. The information obtained on this form will be used to verify that you have no conflict of interest that could disqualify you from serving as a board member of the College and/or to determine what if any steps may be taken to resolve any actual, potential or perceived conflicts of interest that may arise. If you have questions about the collection of your personal information, you may contact the College's Registrar by telephone [604-736-6164], or in writing to:

The Registrar  
College of Psychologists of British Columbia  
404 - 1755 West Broadway  
Vancouver, BC V6J 4S5

**Candidate's Name:** \_\_\_\_\_

If elected as a board member of the College, you will have a conflict of interest if you have a personal or private interest or owe a duty to another organization or another outside duty that conflicts with your public duties as a board member of the College, including your fiduciary duty of undivided loyalty to the College, to act in the College's best interests, including the College's interest in upholding its duty to protect the public and its other statutory duties and objects, and your duty to maintain the confidentiality of information received by you in your capacity as a board member both during and after your term of service.

A conflict of interest exists if a reasonable person would think that there is a realistic possibility that your personal or private interest or outside duty would have an improper influence on your decisions or actions as a board member of the College.

A conflict of interest may take a number of forms. It may be financial or non-financial. It may be direct or indirect. It may be professional or family related.

A conflict of interest may arise from directorships or other employment; interests in business enterprises or professional practices; share ownership; beneficial interests in trusts; existing professional or personal associations with the College; professional or personal associations or relationships with other organizations or groups; or family relationships.

An actual or potential conflict of interest does not necessarily disqualify a candidate from election as a board member. However, board members have a duty to declare any actual or potential conflicts of interest, including any conflicts that may materialize at any time during their terms of office, and they must take steps to resolve any conflicts arising in a way that protect the interests of the College and the public interest.

For example, if a board member has a pecuniary interest in a proposed contract or transaction to be undertaken by the College, the board member:

- must disclose the interest and the nature of the interest;
- must not take part in discussion or voting on the matter;
- must not attempt to influence voting on the matter; and
- must leave the meeting while the matter is being considered, if that portion of the meeting is held *in camera*.

Board members must also recuse themselves from participating in any regulatory decision in which they have an actual conflict of interest.

Please fully disclose any existing duty or interest that might conflict with the interests of the College or your duties as a board member of the College, including any existing duty or interest that could reasonably be expected to give rise to a public perception of conflict:

1. A direct or indirect conflict with my duties as a board member of the College may arise because *(please indicate if non-applicable)*:
  - (a) I, or my associates,<sup>1</sup> hold the following offices (appointed or elected):
  - (b) I, my associates, or any trustee or nominee on my behalf, own or possess, directly or indirectly, the following interests (i.e., shares, businesses, or properties):
  - (c) I, or my associates, have the following interests in existing or proposed transactions with the College:
2. The nature and extent of the conflicting office or interest referred to in paragraph 1(a), (b) or (c) is *(please indicate if non-applicable)*:

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<sup>1</sup> An “associate” of a person means any person closely connected by blood or otherwise, including, but not limited to, a spouse (including common-law spouse), parent, grandparent, brother, sister, child or grandchild.

3. A conflict with my duties as a board member of the College may arise because I receive financial remuneration (either for services performed by me, or as an owner, part owner, trustee or employee, or otherwise) from the following sources (*please indicate if non-applicable*):

4. The following is a list of each subsidiary<sup>2</sup> or affiliate<sup>3</sup> of a corporation listed in paragraph 1(b) or 3:

<b>Corporation</b>	<b>Name or Subsidiary or Affiliate</b>	<b>Type of Business Ordinarily Carried on by Subsidiary or Affiliate</b>

5. If, at any time after you sign this Conflict of Interest Disclosure Statement, there are changes to the information given herein regarding conflict of interest, either by way of addition or deletion, I shall forthwith deliver to the Registrar a supplementary disclosure statement describing that change.

Yes: ☐ No: ☐

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<sup>2</sup> A corporation is a “subsidiary” of another corporation where:

- (a) it is controlled by:
- (i) that other corporation;
  - (ii) that other corporation and one or more other corporations, each of which is controlled by that other corporation; or
  - (iii) two or more other corporations, each of which is controlled by that other corporation; or
- (b) it is a subsidiary of a subsidiary of that other corporation.

<sup>3</sup> A corporation is an “affiliate” of another corporation where one corporation is the subsidiary of the other, or both are subsidiaries of the same corporation, or each of them is controlled by the same person.

6. Other than disclosed above, do you have any relationships or interest that could compromise, or reasonably be perceived to compromise, your ability to exercise judgment with a view to the best interests of the College?

Yes: ☐ No: ☐

If yes, please describe:

**Attestation and Signature**

I (full legal name), \_\_\_\_\_, attest that the information provided on in this Conflict of Interest Disclosure Statement is accurate and complete, to the best of my knowledge.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*