Board Conflict of Interest Policy and Disclosure Form

In their capacity as directors, the members of the Board of Directors of the Portable Sanitation Association International (PSAI) must act at all times in the best interests of PSAI. The purpose of this policy is to help inform the Board about what constitutes a conflict of interest, assist the Board in identifying and disclosing actual and potential conflicts, and help ensure the avoidance of conflicts of interest where necessary.

CONFLICT OF INTEREST POLICY

Board members have a fiduciary duty to conduct themselves with primary loyalty to the interests of the PSAI. This accountability to the PSAI supersedes any conflicting loyalty, such as loyalty to other nonprofit organizations and membership on other boards. It also supersedes the personal or business interests of any Board member.

1. When an individual board member is directly or indirectly a party to a transaction or relationship, or the board member is the possible beneficiary of a transaction or relationship impacting the PSAI, there is - or may be - a conflict of interest between the individual’s obligations to the PSAI and the individual’s personal or business interests.

2. All conflicts of interest are not necessarily prohibited or harmful to the PSAI. The fiduciary duty of loyalty requires that Board members be faithful to the PSAI’s best interests and not use their organizational positions or knowledge to advance a personal or third-party agenda at the organization’s expense. No Board member may use his/her position or knowledge gained from their leadership participation in a manner that conflicts with the interests of the PSAI or that would violate any policy of the PSAI.

3. All actual and potential conflicts of interests shall be disclosed by each Board member annually using the disclosure form. Board members are also responsible for disclosing potential conflicts of interest that may arise throughout their periods of service.

4. The disinterested members of the Board shall make a determination as to whether a conflict exists and what subsequent action is appropriate (if any) to ensure the best interests of the PSAI are being served. The interested Board member(s) shall be recused from participating in debates and voting on the matter(s) that present a potential conflict of interest.

5. The President shall inform the interested Board member(s) of such determination and action.

6. The Board shall retain the right to modify or reverse such determination and action, and shall retain the ultimate enforcement authority with respect to the interpretation and application of this policy to its individual Board members.

7. On an annual basis, all Board members shall be provided with a copy of this policy and required to complete and sign the acknowledgment and disclosure form below. All completed forms shall be provided to and reviewed by the Executive Committee.