# District [ ] Master Brewers Association of the Americas

# Conflict of Interest

**Introduction**

The District [ ] accords special importance to the policies and procedures established for assuring the integrity and public confidence in its actions and reports. The work of District [ ] is (largely/solely) done by volunteer committees appointed for their expertise and their willingness to serve the Association. Because of their financial and legal responsibility for the affairs of District [ ], it is particularly desirable that members of the Board be free from real or perceived conflicts.

**Conflict of Interest**

The term conflict of interest means any financial or other interest which conflicts with the service of an individual because it (1) could impair the individual’s objectivity or (2) could create an unfair competitive advantage for any person or organization. Participation with a group which may receive economic benefit or loss due to action of District [ ] would generally not be considered a conflict of interest unless the benefit to the individual or persons related to the individual by family or marital relationships or by close personal relationships was significant and substantially direct and immediate.

**Procedures for Addressing Possible Conflict of Interest**

District [ ] follows a procedure that seeks (1) to guard against conflict of interest, (2) to maximize the credibility of actions and reports of the Society, and (3) to equip the Association, through early consideration of any potential sources of conflict of interest, to defend Board members, and their participation in governance activities against possible allegations of conflict of interest. Individuals elected to the Board are asked to complete a “Potential Sources of Conflict of Interest” form, listing relevant connections and interests that may constitute potential sources of conflict of interest within the meaning of this policy in light of the responsibilities falling to the Board.

The request for information on the “Potential Sources of Conflict of Interest” form and the discussion of potential sources of conflict of interest are not intended to question the personal integrity of any individual. Indeed, the “Potential Sources of Conflict of Interest” form is designed to elicitinformation which is relevant and merits disclosure in light of the conflict of interest policy set forth above and the responsibilities of the Board on which the individual serves. The responsibility for determining the information to be reported rests with the individual completing the form, in reliance upon the individual’s own sense of integrity and good judgement. The overriding objective is to ensure that the work of those who volunteer their time and energy to District [ ] is not compromised or diminished by real or perceived conflict of interest.

Each district shall keep copies of the annual signing of the Conflict of Interest forms of its officers along with its other important legal paperwork.

District [ ] Master Brewers Association of the Americas

Potential Sources of Conflict of Interest

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMPLOYER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ JOB TITLE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The responsibility for determining the information to be reported rests in the first instance with the individual completing this form.

REPORT ONLY THAT INFORMATION WHICH IS **RELEVANT** AND MERITS DISCLOSURE IN LIGHT OF DISTRICT [ ] POLICY ON POTENTIAL SOURCES OF CONFLICT OF INTEREST. IN THIS CONTEXT, **RELEVANT** MEANS THAT A REASONABLE PERSON WOULD THINK THAT THE ITEM COULD INFLUENCE YOUR OBJECTIVITY ON A MATTER COMING BEFORE THE BOARD.

For each category for which there is no information to be reported, write the word, “NONE” in the space provided. Attach additional sheets if necessary.

1. ORGANIZATIONAL AFFILIATIONS. Report **relevant** and significant business relationships (as an employee, owner, officer, director, consultant, etc.) and **relevant** remuneration. (do not include volunteer organizations).
2. FINANCIAL INTERESTS. Report **relevant** information regarding financial interests and investments Please list the approximate value of any interest or investment reported.
3. ADDITIONAL INFORMATION. If there are other circumstances in your background or present connections that in your opinion might reasonably be construed as unduly affecting your judgment in matters of the Boards or might be reasonably viewed as creating an actual or potential conflict of interest or the appearance of a conflict of interest, please describe them briefly.

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SIGNATURE DATE

Reviewed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

Date

It is the policy of District[ ] that this statement will not be released except with the approval of the individual completing the form unless required by law.