



SECTION VIII

8.0 OTHER POLICIES

8.1 CONFLICT OF INTEREST POLICY

The MGFA has a Conflict of Interest policy to protect the MGFA, its volunteers, staff, and members of the Board of Directors, advisory boards and committees from potential conflicts of interest, either implied or actual that might arise while individuals serving the MGFA conduct MGFA-related activities. The policy requires that all staff and members of the Board of Directors file an annual written disclosure describing any activities or personal interests that could lead to a conflict of interest. The annual disclosure form is required by the Fall Board Meeting. Board committees and Advisory Boards must comply with these requirements.

A person may have a “Conflict of Interest” if that person has, directly or indirectly, through business, investment or family, (1) an ownership interest in any entity with which MGFA has a transaction or arrangement, (2) a compensation arrangement (including receipt of any financial benefits) with MGFA or with any entity or individual with which MGFA has a transaction or arrangement, or (3) a potential investment or ownership interest in, or compensation arrangement with, any entity or individual with which MGFA is negotiating, or has, a transaction or arrangement. Examples of a Conflict of Interest include, but are not limited to, those circumstances described on the Conflict of Interest Policy Disclosure.

Additionally, MGFA funds research and conducts medical/scientific programs. Grant recipients, presenters and program organizers must also make clear any possible conflict of interest by submitting the Conflict of Interest Policy Disclosure form at the initiation of such programming and their relationships with the MGFA.

The standard of behavior at MGFA is that all staff, volunteers and members of the Board of Directors scrupulously avoid conflicts of interest between the interests of MGFA on one hand, and an individual’s personal, professional and business interests on the other. This includes avoiding potential and actual conflicts of interest as well as perceptions of conflicts of interest.



In addition, staff, volunteers and members of the Board of Directors must promptly and fully disclose any potential, actual or perceived conflicts that arise.

Upon or before election, hiring, or appointment and no later than the annual meeting date of the hiring/appointment year, each Board Member and National Office employee, including those employed by a contractor retained to manage the National Office, shall complete the Conflict of Interest Policy Disclosure and submit it to the Chairperson of the Board of Directors or designee, who shall keep all Disclosures on file. Disclosures shall be updated more frequently as circumstances arise. The purposes of this policy are to protect the integrity of MGFA's decision-making process, to enable MGFA's constituencies to have confidence in its integrity and to protect the integrity and reputations of volunteers, staff and members of the Board of Directors.

When the interest or concerns of any director, officer or staff member, or said person's immediate family, or any group or organization to which said person has allegiance, may be seen as competing with the interests or concerns of MGFA:

1. The person concerned shall disclose any possible conflict of interest to the Board of Directors.
2. When any such conflict of interest is relevant to a matter requiring action by the Board of Directors, the interested party shall call it to the attention of the Board of Directors (or its committee).
3. The person having the conflict shall retire from the room in which the Board of Directors (or its committee) is meeting and shall not participate in the deliberation or decision regarding the matter under consideration. However, that person may provide the Board of Directors or committee with any relevant information.
4. The minutes of the meeting of the Board of Directors or committee shall reflect that the conflict of interest was disclosed and that the interested person was not



present during the discussion or vote and did not vote. When there is a doubt as to whether a conflict of interest exists, the matter shall be resolved by a vote of the Board of Directors (or its committee), excluding the person concerning whose situation the doubt has arisen.