

CONFLICT OF INTEREST POLICY

Interamerican Scout Committee

About Conflict of Interest

The purpose of this Conflict of Interest Policy is to prevent the institutional or personal interests of the Interamerican Scout Committee ("ISC") members of the Interamerican Region ("Region") of the World Organization of the Scout Movement ("WOSM") from interfering with the performance of their duties and to see that there is no personal, professional, or political gain at the expense of the Region. This policy is not designed to eliminate relationships and activities that may create a duality of interest, but to require the disclosure of any conflict of interest and the non-participation of any interested party in a decision relating thereto. A copy of this Conflict of Interest Policy shall be furnished to each ISC member who is presently serving this organization or who may become associated with it.

Under Region's Constitution, ISC members have a responsibility to act in the best interests of the Region as a whole above all other roles and responsibilities carried on by ISC members when making decisions. If a decision is to be made where the ISC members have a personal or other interest, this is regarded as a "conflict of interest" and the ISC member will not be able to comply with his or her responsibilities unless certain steps are followed.

In particular, a ISC member has a conflict of interest if the ISC is considering making a decision that would mean either:

- a ISC member or the ISC member's NSO could benefit, or be affected, financially or otherwise from that decision, either directly or indirectly

or

- a ISC member's duty to the Region competes with a duty or loyalty through another appointment that the ISC member has to another organization, Scout committee or individual.

Conflicts of Interest are common in voluntary, public and commercial dealings. Having a conflict of interest does not mean that a ISC member has done something wrong or that he or she must always stand down from involvement in that decision. However, a ISC member needs to act with prudence to prevent conflicts of interest from interfering with the ISC member's ability to make a decision only in the best interests of the Region.

This process involves three steps - Identify, Prevent, Record - so that ISC members are able to comply with their duties and avoid:

- making decisions that could be challenged or overturned on procedural grounds,
- risking the ISC member or WOSM's reputation, and
- having to deal with financial, legal or audit consequences.

Step 1: Identifying a Conflict of Interest

ISC members must declare a conflict of interest immediately they become aware of any possibility that their personal or wider interests could influence their decision-making. A good guideline is: "If in doubt, declare it."

To remind ISC members of their duties, the ISC has a standard agenda item at the beginning of each meeting to allow members to declare any actual or potential conflict of interest.

The Secretariat of the ISC keeps a register of declared interests, which is open to inspection. This is updated if ISC members' circumstances change and when new members are appointed. If during the meeting an ISC member identifies that he or she is a conflict of interest and was not declared at the beginning, then he or she can declare it at this moment.

It is the personal responsibility of each ISC member to declare a potential conflict of interest, either their own or in relation to another member at the point where it arises in the work of the ISC or its sub-committees, task forces, networks or working groups so that it may be dealt with.

If other ISC member identifies that other(s) ISC member(s) is (are) in a potential conflict of interest during the discussion of an specific topic, then she or he can declare it.

Step 2: Dealing with a Conflict of Interest

Once a conflict of interest is identified, the ISC must prevent it from affecting decision-making by:

- finding an alternative way forward which remedies the conflict of interest

or

- taking appropriate steps to manage the conflict, which will usually mean that the person affected does not take part in discussions or decisions regarding the issue.

It is important to declare a potential conflict of interest, even though a ISC member may believe it is irrelevant or unimportant, to allow the ISC to decide the consequences.

Step 3: Recording a Conflict of Interest

The ISC keeps a written record of each declared conflict of interest and how the ISC dealt with it in the minutes of its meetings. This record must detail:

- what was the conflict of interest;
- which ISC member or members were affected;
- whether any conflict of interest was declared in advance;
- the discussion surrounding the conflict of interest;
- whether anyone withdrew from the discussion; and
- how the ISC member and other ISC members made the decision in accordance with the Region Constitution.

CONFLICT CERTIFICATION FORM
Interamerican Scout Committee

I have read, understood and agree to abide by the ISC Conflict of Interest Policy. To the best of my knowledge, I (circle one) have / do not have one or more conflicts as described in this Policy. If applicable, all known conflicts are noted below. I will give prompt notice of any additional conflict of interest as it arises.

1. Yes / No. I hold a Scouting position of leadership or authority at the national level in my NSO.

If yes, please provide details of your position and responsibilities:

2. Yes / No. I hold a position of leadership or authority at the World level.

If yes, please provide details of your position and responsibilities:

3. Yes / No. I, a member of my family, a related party or other organisation that I control, offer services in exchange for paid remuneration to Scout Organizations or related activities at any level.

If yes, please provide details of the services you provide to Scouting in exchange for paid remuneration.

4. Yes / No. I, or a member of my family, have other appointments or responsibilities, which may affect my ability to fulfill the roles and obligations as a ISC member under the Constitution of the Region.

If yes, please provide details of the appointments or responsibilities held by you.

Signature

Date

Name (please print)

INTERAMERICAN SCOUT COMMITTEE 2016-2018

Conflict of Interest Policy – Register of declared interests (Internal)

No.	Name	Conflict of Interest			
		Question no. 1: Yes / No. I hold a Scouting position of leadership or authority at the national level in my NSO. Pregunta 1: Sí / No. Tengo una posición de liderazgo o autoridad a nivel nacional en mi OSN.	Question no. 2: Yes / No. I hold a position of leadership or authority at the World level. Pregunta 2: Sí / No. Tengo una posición de liderazgo o autoridad a nivel mundial.	Question no. 3: Yes / No. I, a member of my family, a related party or other organisation that I control, offer services in exchange for paid remuneration to Scout Organizations or related activities at any level. Pregunta 3: Sí / No. Ofrezco servicios a cambio de una remuneración pagada a Organizaciones Scout Nacionales o al Movimiento Scout Mundial en cualquier nivel, de manera directa como persona, dirigiendo otra entidad o a través de mi familia.	Question no. 4: Yes / No. I, or a member of my family, have other appointments or responsibilities, which may affect my ability to fulfill the roles and obligations as a ISC member under the Constitution of the Region. Pregunta 4: Sí / No. Yo, o un miembro de mi familia, poseen cargos o responsabilidades que pueden afectar mi capacidad para cumplir con los roles y obligaciones como miembro del CSI bajo la Constitución de la Región.
	Elected Members / Miembros electos				
1	Ricardo Stuber	NO	NO	NO	NO
2	Daniel Corsen	NO	NO	NO	YES, My Sister Iliene Corsen works for the Interamerica Support Centre
3	Lorena Gudiño	NO	NO	NO	NO
4	Rosario Mayorga	SI, Soy past-president, por lo tanto miembro del Consejo Nacional	NO	NO	NO
5	Zaida Joaquín	YES, Deputy Chief Commissioner Training /Programmes	YES, a member of the GSAT team	NO	NO
6	Luis Silvestri	SI, Corte de Honor Formador de Formadores	NO	NO	NO
7	Raúl Alpizar	Al momento actual NO tengo posición de autoridad. No obstante participo en la Comisión de Planificación Estratégica como colaborador	NO	NO	NO
8	Armando Aguirre	YES, I´m one of several members of the International Committee for BSA, but I don´t hold any position of leadership or authority within the	NO	NO	NO



		Committee			
9	Enzo Defilippi	NO	NO	NO	NO
10	José Antonio Tapia	Sí, Miembro del Consejo Nacional de Guías y Scouts de Chile y Tesorero Nacional	NO	NO	NO
	Ex-Officio Members / Miembros Ex-oficio				
11	Gus Sanchez	NO	NO	NO	NO
12	Daniel Petroche	SI, Coordinador del Programa Reconocimiento Scouts del Mundo. Dirección del Equipo Evaluador de Proyectos canidadots a Reconocimiento Scouts del Mundo en Ecuador Coordinación de talleres de "Descubrimiento" a nivel Ecuador	NO	NO	NO
13	William Wallace	NO	YES, Treasurer IASF	NO	NO
14	José Antonio Hernández	Sí, Miembro del Consejo Nacional de Scouts de México y Tesorero Nacional	NO	NO	NO
15	Raúl Sánchez	NO	NO	NO	NO