



IHRIM Conflict of Interest Policy

I. POLICY

All persons conducting IHRIM business, serving in leadership positions or providing a service to IHRIM shall endeavor to be free from the influences of any personal consideration when acting on behalf of IHRIM, Inc. All employees, Officers, Directors, Committee Members and IHRIM volunteers must exercise the highest level of integrity, ethics and objectivity in actions and relations which may affect the Association or where the employee or director represents or negotiates on behalf of the Association.

Conflict of interest is defined as a transaction which, because the individual is, directly or indirectly, a party to the transaction or possible beneficiary of the transaction, there is or may be a real or perceived conflict of interest between the individual's obligation to IHRIM and the individual's personal or business interest. There is an implied duty of commitment that obligates individuals to speak and act in accordance with the Association's best interests and not use their organizational position or knowledge to advance a personal agenda at IHRIM's expense.

II. PURPOSE

It is the intent of IHRIM, Inc. to assure that each person conducting IHRIM business, serving in a leadership position or providing a service to the Association performs the responsibility of his/her position solely on the basis of what is in the best interest of the Association and free from the influence of personal considerations or relationships.

III. PRACTICES/PROCEDURES

When acting on behalf of IHRIM, Inc., care must be taken to avoid engaging in activities that create actual, apparent, or potential conflicts of interest.

No member of the IHRIM Board of Directors, or any IHRIM Committee, shall derive remuneration or other financial gain, directly or indirectly, by reason of his or her participation with the Association. Each individual shall disclose to the IHRIM Executive Committee any conflicting or potentially conflicting personal or professional interest which he or she may have in any matter pending before the Board. It is the responsibility of the Board to interpret and apply the policy to particular circumstances. Specifically, the Board may require any action it deems appropriate including but not limited to refraining from participation in any discussion or decision on such matter.

Conflicts of interest (real or perceived) must be declared and recorded.

Prohibitive practices include, but are not restricted to:

- a) Personally accepting or on behalf of any relative, friend or business associate, any payment, loan, service or preferential favor involving more than an ordinary social amenity, or gift of nominal value (as defined by the Internal Revenue Service) from any organization doing or seeking to do business with IHRIM, Inc.;
- b) Using confidential or proprietary information obtained from or through the Association for any outside personal or business interest.
- c) Associating in any manner with an enterprise which, including through its name, publicity or operations, falsely implies that it is associated with or benefits from IHRIM, unless authorized to do so.



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Furthermore, any person who is a member of the Board of Directors of the Association or any IHRIM Committee is prohibited from performing service for pay for the activities or services under the direct control of the Board or Committee of which he/she is a member except where the Association follows the contract and bidding policy and/or said member does not hold a position on the contract and bidding or selection committee.

This policy may be supplemented from time to time by more specific guidelines.

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