World Orchid Conference Trust
Policy: Conflict of Interest / Conflict of Loyalty Policy

The standard of behavior at the World Orchid Conference Trust (WOCT) is that all Trustees, Fellows, and Advisors scrupulously avoid conflicts of interest or conflicts of loyalty between the interests of the WOCT on the one hand and personal, professional, and business interests on the other. This includes avoiding potential and actual conflicts of interest or loyalty and perceptions of conflicts of interest or commitment. The WOCT recognizes that each Trustee and Fellow (excluding presidentially appointed fellows) represent the interest of their appointing agency and that such appointments are discretionary.

I understand that the purposes of this policy are to protect the integrity of the WOCT’s decision-making process, enable our public to have confidence in our integrity, and protect the integrity and reputations of Trustees, Fellows, and Advisors. Upon or before the appointment, I will make full, written disclosure of significant relationships, interests, and holdings that could create or be perceived to create a potential conflict of interest with my service within the WOCT. Significant relationships include persons, organizations, or commercial interests with whom the WOCT may hire, collaborate, contract, compete with or make purchases. The disclosure will include other boards with interests similar to the WOCT. The existence of a relationship does not necessarily constitute a conflict of interest, but these relationships should be made known to the leadership of the WOCT and disclosed where pertinent. This written disclosure will be included with my biographical information and available to the members and the board, and I will update it annually.

In the course of meetings or activities, I will disclose any interests in a transaction or decision where I (including my business or other nonprofit affiliations), my family, and my significant other, employer, or close associates will receive a benefit or gain, or where a conflict of loyalty might exist. After disclosure, I understand that I will be asked to leave the room for the discussion and will not be permitted to vote on the question.

I understand that this policy is meant to supplement good judgment, and I will respect its spirit and wording.

Name: ____________________________ Date __________________

Position: (Trustee, Fellow, Advisor): ____________________________

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe or could be perceived to contribute to a conflict of interest or a conflict of loyalty between
the World Orchid Conference Trust and your interests, financial or otherwise (this should include other not for profit boards that you or your spouse sit on, as well as business relationships that might contribute to a conflict of interest.

Business relationships with companies that might do business with the WOCT:

________________________________________________________________
________________________________________________________________
________________________________________________________________
________________________________________________________________

Not for profit boards that have similar interests as WOCT

________________________________________________________________
________________________________________________________________
________________________________________________________________
________________________________________________________________

I have no significant relationships to report. (circle one)  Yes  No

I certify and agree to abide by the conflict of interest policies of the WOCT.

__________________________________________  ______________________
Signature                                           Date