

Conflict of Interest Policy

American Legion Post 21 – McMinnville, OR

Purpose

This Conflict of Interest Policy is established to uphold the integrity and reputation of American Legion Post 21 and to ensure that all officers, directors, and members act solely in the best interests of the organization. The policy outlines clear guidelines for the identification, disclosure, and management of situations where personal or financial interests may potentially conflict with those of the Post.

Definition of Conflict of Interest

A conflict of interest exists when an individual's personal, professional, or financial interests compromise, or may be perceived to compromise, their duty to act in the best interests of American Legion Post 21. Conflicts may be actual, potential, or apparent.

Policy Statement

All officers, directors, committee members, and volunteers of Post 21 are required to avoid circumstances where their personal interests conflict, or give the appearance of conflict, with those of the organization.

Disclosure

Any individual governed by this policy who becomes aware of an actual or potential conflict of interest must promptly and comprehensively disclose the nature of the conflict in writing to the Post Commander and Executive Committee, including all relevant facts.

Procedure for Addressing Conflicts

1. Upon receipt of a disclosure, the Executive Committee will evaluate the situation to determine whether a conflict of interest exists.
2. If a conflict is identified, the individual concerned may be required to recuse themselves from any discussions or decisions related to the matter in question.
3. All disclosures and related actions will be recorded in the official meeting minutes.

Violations of the Policy

Failure to disclose a conflict of interest or to adhere to this policy may result in disciplinary measures, including removal from office or termination of membership, as determined by the Executive Committee.

Annual Review

This policy will be reviewed annually by the Executive Committee. All officers and directors will be required to confirm that they have read, understand, and agree to comply with the policy on an annual basis.