



Conflict of Interest Policy

The Conflict of Interest Policy applies to members of the Houston Northwest Chamber of Commerce Foundation (herein Foundation) Board of Directors, members of other subcommittees with decision-making authority and to the immediate family members of decision-makers.

Foundation staff and their current spouse, if applicable, are restricted from serving as voting members of the Board.

Members of the Houston Northwest Chamber of Commerce Foundation Board shall not personally benefit as a result of their board involvement except for reasonable compensation of services rendered. The purpose of this provision is to prevent board members from acting primarily on the basis of financial self-interest and to prevent the Foundation from operating in a manner that favors board members to the detriment of others.

In the event that the Board considers an issue that involves the financial relationship between the organization and a member of the Board, the Board member will disclose to the Board the financial relationship that the particular Board member has, with respect to the issue. The Board member shall refrain from voting on the matter and the meeting minutes should reflect this disclosure.

Board members who serve as an employee or volunteer in a decision-making capacity on behalf of another organization which the Foundation is working with or transacting business with, shall inform the Board chairman as to their involvement in the said organization.

Staff shall not engage in any outside activity or employment which involves the direct or indirect use of information obtained as an employee that shall provide financial gain to him or herself or a member of his or her immediate family without the expressed consent of the Board chair or organization executive director, if applicable.