

DECLARATION OF CONFLICT OF INTEREST
The University of Calgary Senate

Name: _____

Position (Select all that apply):

- Senate Member**
- Senate Committee Member**
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Interpretation:

In this Declaration, the following terms have the meaning ascribed to them.

“Code” means the University of Calgary’s Code of Conduct and the Code of Conduct of the University of Calgary Senate.

“Conflict of Interest”, a Conflict of Interest exists when, in the course of carrying out their University responsibilities, an individual takes any action where they know or ought to know that the action may result in an actual or perceived Private Benefit to them or to a Related Person or Related Entity, including:

1. The individual takes part in a decision in the course of carrying out their University responsibilities, where they know or ought to know that the decision may result in an actual or perceived Private Benefit to them or to a Related Person or Related Entity; or
2. The individual uses their position with the University to influence or seek to influence a University decision which they know or ought to know may result in an actual or perceived Private Benefit to them or to a Related Person or Related Entity; or
3. The individual communicates information that they know or ought to know is not available to the general public and is obtained by the individual in the course of carrying out their University responsibilities or as a result of their University position in order to obtain or seek to obtain a Private Benefit for the individual or for a Related Person or Related Entity.

“Private Benefit” means a financial benefit, a personal benefit, or furthering a private interest (and includes the avoidance of a negative consequence) other than a financial benefit, a personal benefit, or a private interest that:

1. is of general application;
2. affects a person as a member of a broad class; or
3. is inconsequential.

“Related Entity” means:

1. a public corporation of which the individual is a director or officer or the beneficial owner of more than 5% of the outstanding shares of any class;
2. a ‘for-profit’ private corporation of which the individual is a director or officer;
3. a ‘for-profit’ private corporation of which the individual is the beneficial owner of shares in the corporation, except:
 - a. an association as defined in the Co-operatives Associations Act;
 - b. a credit union incorporated under the Credit Union Act;
 - c. a co-operative credit society incorporated by or under an Act of the parliament of Canada; or
 - d. the United Farmers of Alberta Cooperative Limited;
4. a non-profit corporation or an association of which the individual is a director or officer; and
5. a partnership of which the individual is a partner or of which one of the partners is a Related Entity of the individual by reason of clause (1), (2), (3) or (4) above.

“Related Person” means an individual who is directly associated with another individual and includes:

1. a parent, sibling and child of the individual;
2. a spouse or domestic partner of the individual; and
3. any other person who is directly associated with the individual.*

Defined terms used herein and not defined have the meaning set out in the Code.

In respect of my position as a Member or signatory to the Code, I declare the following:

Potential Conflict(s) of Interest:

(please describe any circumstances that have the potential, or could be perceived to have the potential, to give rise to an actual or apparent Conflict of Interest and include in the description the nature of the Private Benefit and, if applicable, the name and relationship to you of the Related Person or Related Entity:

* This is intended to capture individuals who have a sufficiently close relationship but do not meet the strict definition of parent, sibling, child, or spouse/domestic partner. For example; a close family friend who lives with the individual or a close relationship with a niece or nephew.

I declare that the following are the Related Persons and Related Entities that have the potential to, or could be perceived to have the potential to, give rise to an actual or apparent Conflict of Interest and the Private Benefits that have the potential to, or could be perceived to have the potential to, arise therefrom:

Related Person	Relationship of the Related Person to Me:
Name:	

Related Entity	My Relationship to the Related Entity:
Name:	(i.e. shareholder, director)

Private Benefit(s)

I declare that the following is a list of my concurrent employment and appointments:

Employment:	Appointments:
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I declare that the following is a list of my concurrent volunteer and political activities:

Volunteer Activities:	Political Activities:
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I confirm that, except for the information provided above, all other information provided in my Senate application remains the same.

By submitting this Declaration, you consent to a reference check or indirect collection and review of information from publicly available sources or internal records held by the University of Calgary. As part of their role, Senators may engage with minors and other vulnerable persons. You acknowledge that your ongoing appointment as Senator will be conditional on your completion of a satisfactory vulnerable sector check (the fee for which shall be covered by the University of Calgary). Collection of your information by the University of Calgary through this Declaration is conducted under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta), for the purpose determining your ongoing suitability as Senator. Information collected through this application process will be shared with the Senate for this purpose. If you have any questions about the collection, use, or disclosure of your personal information, please contact senate@ucalgary.ca.

The information declared herein is, to the best of my knowledge and belief after reasonable inquiry, complete, true and correct as of the date indicated below,

Signature

Date