

Guidelines Pursuant to Clause 22.03(b)

PURPOSE:

These guidelines are written pursuant to Clause 22.03(b) and are intended to avoid the occurrence of conflicts of interest between a Member's responsibilities to or the interests of a Centre/Institute and any outside professional activity in which a Member may wish to engage. The guidelines apply to all positions noted in Clause 22.03(b).

PROCEDURE:

The Member shall make a written request to the appropriate Dean for permission to engage in an outside professional activity. Members who are Directors or Chairholders shall direct their requests to the President. Details of the activity shall be provided including its nature and extent and the names of all other parties involved.

The Member shall be advised in writing whether a conflict exists between the Centre and the proposed activity. In accordance with Clause 22.03(b), the Member shall not engage in the activity where it is determined that a conflict exists.

CONFLICT GUIDELINES:

A conflict shall normally be deemed to exist where one or more of the following situations applies:

- (i) the activity would normally be undertaken by the Centre;
- (ii) the activity would be undertaken for a competitor of an existing client of the Centre and would be the same as, or substantially similar to, an activity already undertaken by the Centre for the existing client;
- (iii) the activity would adversely affect the ability of the Centre to attract contracts;
- (iv) the activity would adversely affect the Member's own research activity in the Centre.

AMENDMENTS:

The Board may from time to time, following consultation with and the approval of the Dalhousie Faculty Association through the Association-Board Committee, amend these guidelines and/or issue further guidelines under Clause 22.03(b).