



MIA Conflict of Interest Policy

Manitoba Islamic Association (MIA) is a non-profit charitable organization with aim of serving the Muslim community in Manitoba. The elected officers of MIA, its paid staff and volunteers are expected to carry out their respective duties and serve the members of MIA according to Islamic ethics, professional standard and Canadian law.

Elected members of the executive council, board of trustees and volunteers and their respective family members are not allowed to make any personal financial gains by virtue of their position within MIA and access to its resources. Furthermore, MIA employees are expected to carry out their duties as per their employment agreements, job descriptions and as directed by the executive council.

MIA elected officers, volunteers and paid staff must abide by the following policies:

- MIA facilities, property or resources cannot be used for personal financial or material gain.
- MIA networks, affiliations, and associations cannot be used to promote the interests of a business, political party or affiliation, or any other organization in which they or an immediate family member is a stakeholder (member, owner, employee, share holder, etc...).
- Employees cannot engage in activities that are not part of their contractual agreement or normal employment activities during their work hours of employment or while on or using MIA facilities or resources.
- All MIA elected officers and employees must disclose any involvement in other organizations and political parties, or any other activity that may put them in conflict of interest with MIA.
- Full time employees must disclose all other forms of employment or income generating activities to the MIA executive council.
- Persons who represent MIA interests that have a conflict of interest cannot vote on issues or concerns that they have a conflict of interest with. A person who has a conflict of interest may be asked to leave the discussion for which the matter they have a conflict with is being discussed.
- If MIA elected officers and employees intent to seek run for political office, they must resign from the MIA prior to running for the position.
- If MIA elected officers intent to become an employee of the association, they must resign from their elected position.
- If any of MIA employee intent to run for executive council, they must resign from their position before running for the position.

I have read the above stated policy and I am fully aware of its requirements and I shall fully abide by it.

☐ I have no conflict of interest to report

☐ I have conflict of interest to report and am filling out the "MIA Conflict of Interest Disclosure Form"

Name: _____ Signature _____ Date _____



MIA Conflict of Interest Disclosure Form

Name: _____

Position (employee/volunteer/trustee/EC member): _____

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest between MIA and your personal interests, financial or otherwise:

I have the following conflict of interest to report (please specify other nonprofit and for-profit boards you (and your spouse) sit on; as well any political parties you are directly associated with:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I have reviewed, and agree to abide by, the Conflict of Interest Policy of Manitoba Islamic Association. I also agree to submit a new form if my disclosure needs any update.

Signature: _____

Date: _____