



# CONFLICT OF INTEREST POLICY FOR MEMBERS AND [VOLUNTEERS]

Adopted by the Board on 07 July 2025

## Contents

Purpose .....	1
Objectives of the Policy .....	2
Scope of the Policy.....	2
Definitions.....	2
Examples of Possible Conflicts.....	3
Policy .....	3
Members' Charter.....	4
Post-conflict disclosures .....	4
Record of Reported Conflicts.....	4
Confidentiality of disclosures .....	4
Action required for Management of Conflicts of Interest .....	4
Volunteers.....	5
Compliance with this policy.....	5
Contacts .....	5
Review of Policy .....	5
Approving Authority .....	6
Version Control History .....	6

## Purpose

This Conflict-of-Interest Policy sets out principles for minimising and managing potential conflicts of interest for Members [and volunteers] of Irish Association of Snowsports Instructors CLG (the “Association” or “IASI”). The aim of the Association is to achieve effective management of conflicts of interests, without over-prescriptive regulation.

IASI relies on the input and participation of many stakeholders who interact with the Association. In trying to achieve breadth, depth and diversity, the Association may also encounter conflicting interests. Conflicts of interest and loyalty exist for every organisation. However, to ensure the integrity of the Association, undue influence, or conflicts, requires acknowledgement and clarity of process.

Members [and volunteers] have an obligation to understand, declare and manage conflicts of interests and loyalties to protect and promote the Association's reputation.

While the Association has endeavoured to identify the main conflicts of interest that may arise for members, it is impossible to foresee every eventuality. The Association relies on voluntary disclosure of potential conflicts of interest by a member or volunteer. Members and volunteers have a duty to disclose all potential conflicts of interest that arise and to comply with specific requirement of the policy.

### Objectives of the Policy

The Board of Directors aims to ensure that the Members and volunteers are aware of their obligation to disclose conflicts of interest and conflicts of loyalty as the Association needs to be protected against conflicts of interest and conflicts of loyalty that may be detrimental to its activities.

To protect the Association and Members/volunteers against impropriety or the appearance of impropriety, including reputation risk.

To earn and maintain confidence of the Snowsports community, regulatory bodies and the general public in the integrity, effectiveness, and impartiality of the Association.

### Scope of the Policy

The policy applies to Members of the Association and to volunteers.

### Definitions

- Conflict of Interest

A conflict of interest arises, may arise, or can appear to arise where someone's personal, financial, business, political or family interest(s) and/or loyalty conflicts with the interest of the Association. The Board understands that conflicts of interest can and do arise from time to time. The problem is not that conflicts arise, but more so that they are not declared and managed appropriately.

Not declaring interest could give rise to suspicion of improper motives even where none exist. The importance of transparency of judgements and transactions is paramount. To help decide whether you have a conflict of interest, imagine you are explaining your actions and how it would appear to an external third party. The appearance of a conflict of interest has the potential to damage IASI's reputation.

- Conflict of Loyalty

A conflict of loyalty is where a Member/volunteer may be (or perceived to be) potentially influenced by considerations other than the best interest of IASI. Conflicts of loyalty may be sufficiently serious to amount to conflicts of interest.

If in doubt, declare.

## Examples of Possible Conflicts

The following are some examples of Conflicts of Interest and Conflicts of Loyalty; this is not an exhaustive list.

- Member Endorsing a Brand Without Disclosure

**Possible scenario** A member who is an active instructor or trainer frequently promotes a ski or snowboard brand on social media, in lessons, or at Association events — without disclosing that they receive free equipment or payments from the ski or snowboard brand.

- **Conflict of Interest:** Their advice may appear biased, and members or students may be misled into thinking the endorsement is neutral, when it's actually financially motivated.

- Member Torn Between Association Standards and Employer Expectations

**Possible scenario** A member works as a **full-time instructor at a ski school** that encourages speed/shortcuts in lesson delivery to increase volume and maximize revenue — such as reducing time spent on student feedback.

- However, as an Association member, the instructor has agreed to uphold high professional standards, including putting **student safety, progression, and ethical teaching** at the core of their practice.
- **Conflict of Loyalty:** They feel pressure to stay loyal to their employer, who provides them with a job and income, but they also have a professional duty to uphold the values of the Association, which may mean refusing to follow the ski school's practices or even reporting them.
- Member promoting a directly competing organisation and favouring that organisation will trigger a **conflict of interest**.

## Policy

This policy has been developed because conflicts of interest and conflicts of loyalty commonly arise, and do not need to present a problem to the Association if they are openly and effectively managed. It is the policy of the Association to ensure that ethical, legal, financial, or other conflicts of interest or conflicts of loyalty be avoided and that any such conflicts (where they do arise) do not conflict with their obligations to IASI.

IASI will manage conflicts of interest by requiring the Member to:

- Avoid conflicts of interest where possible.
- Identify and record any conflicts of interest.
- Carefully manage any conflicts of interest.
- Adhere to this policy and respond to any breaches.

Where a reasonable person with knowledge of the relevant facts would question the impartiality of the member in the matter, the member should prepare a written statement describing the situation and any action taken to manage the conflict.

## Members' Charter

Under the Members' Charter, Members must avoid anything that is a conflict of interest or conflict of loyalty with the Association.

## Post-conflict disclosures

A conflict of interest that comes to light after the circumstance has passed, whether the conflict occurred through intent or inadvertent error, the member is required to bring the conflict to the attention of the Board.

## Record of Reported Conflicts

A record will be maintained by the Honorary Secretary of the Board recording all information related to a conflict of interest (including the nature and extent of the conflict of interest and any steps taken to address it).

## Confidentiality of disclosures

The Chairperson (unless conflicted), in consultation with the Honorary Secretary, shall consider any notified conflict of interest and may request additional information in relation to the conflict. If it is decided that there is a conflict of interest that the Chairperson is of the view may not be capable of mitigation or elimination, the Chairperson will refer the matter to the Board. Under Regulation [8] of the Articles of Association the Board may invoke disciplinary proceedings and impose sanctions [up to and including expulsion/removal as a Member].

Any information provided will be restricted to the Board and any others directly involved in dealing with the matter, e.g. legal advisers and other advisers.

## Action required for Management of Conflicts of Interest

Members (and volunteers) undertake that they shall immediately notify the Association in writing in the event that a conflict of interest arises. The notification must outline the Member's proposal of how the conflict can be mitigated or eliminated.

A breach of this obligation may result in the immediate removal of the Member's accreditation at the discretion of the Board of the Association [or may result in other negative consequences, including sanction or expulsion/removal as a Member/volunteer].

In the event that the conflict of interest cannot be mitigated to the satisfaction of the Association, the Member shall not be eligible to continue to state that they are IASI licenced until determined by the Association and, in any event, not until the conflict of interest has been removed or mitigated.

## Volunteers

A Volunteer undertakes that they shall immediately notify the Association in writing in the event that a conflict of interest arises. The notification must outline the Volunteer's proposal of how the conflict can be mitigated or eliminated.

In the event that the conflict of interest cannot be mitigated to the satisfaction of the Association, the Volunteer shall not be eligible to continue with the activity they have volunteered to conduct, until determined by the Association and, in any event, not until the conflict of interest has been removed or mitigated.

## Compliance with this policy

If the Board has a reason to believe that a Member or volunteer has failed to comply with it, it will investigate the circumstances.

If it is found that a Member or volunteer has failed to disclose a conflict of interest, the Board may take action against the member, e.g. withdrawal of accreditation, termination of contract, seeking the member's resignation or removing the Member.

If a person suspects that a Member or volunteer has failed to disclose a conflict of interest, they must notify the Chairperson and/or Honorary Secretary of the Board as soon as is practicable.

## Contacts

- For questions about this policy, contact the Chairperson of the Board at [chair@iasisnowsports.ie](mailto:chair@iasisnowsports.ie)
- To notify a conflict-of-interest contact [secretary@iasisnowsports.ie](mailto:secretary@iasisnowsports.ie)

## Review of Policy

This Conflict-of-Interest policy will be reviewed every two years, or sooner if required.

## Approving Authority

Approved by	Position	Date
Dáire O'Connell	Chairperson of the IASI Board	01.01.2025

## Version Control History

Version No.	Valid from date	Updates to Previous Version
1.0	01 July 2025	New Document