

International Association of Medical Regulatory Authorities (IAMRA)

CONFLICT OF INTEREST POLICY

The purpose of this conflict of interest policy is to prevent the professional and personal interests of the officers, committee members, and working group members of the International Association of Medical Regulatory Authorities, heretofore referred to as IAMRA, from influencing the performance of their duties on behalf of IAMRA. This policy is intended to ensure that officers, committee members, and working group members of IAMRA do not incur personal, professional, financial or political gain at the expense of IAMRA. This policy is designed to require the disclosure of substantial conflicts and, when substantial conflicts exist, to require the recusal of any interested officer, committee member, or working group member in a decision relating thereto.

A conflict of interest may exist when the interests or potential interests of any officer, committee member, working group member, or the immediate family member, partner, business organization (in which the member serves as an officer, director, trustee, partner or employee), or prospective employer of such person, may be seen as competing with the interests of IAMRA, or may compromise such person's impartiality or loyalty to IAMRA. A conflict of interest is defined as an interest that might affect, or might reasonably appear to affect, the judgment or conduct of any officer, committee member, or working group member in a manner that is adverse to the interests of IAMRA.

Examples

A conflict of interest may exist if an officer, committee member, working group member, or immediate family member, partner, business organization (in which the member serves as an officer, director, trustee, partner or employee), or prospective employer of such person:

- Has a business or financial interest in any third party dealing with IAMRA;
- Holds office, serves on a board (other than a regulatory or member board), participates in management, or is employed by any third party dealing with IAMRA;
- Derives remuneration or other financial gain from a transaction involving IAMRA (other than salary or benefits expressly authorized by IAMRA).
- Receives gifts from any third party on the basis of his or her position with IAMRA. All other gifts in excess of US\$100 in value should be returned to the donor with the explanation that IAMRA policy does not permit accepting gifts in excess of US\$100 in value. A personal gift of money should never be accepted.
- Engages in any outside employment or other activity that will materially encroach on such person's obligations to IAMRA; compete with IAMRA; involve any use of IAMRA's equipment, supplies, or facilities; or imply IAMRA's sponsorship or support of the outside employment or activity.

Use of Information

Officers, committee members, and working group members shall not use information received from participation in IAMRA affairs, whether expressly identified as confidential or not, for personal gain or in a manner that is adverse to the interests of IAMRA.

Disclosure and Recusal

Whenever any officer, committee member, or working group member believes he or she may have a conflict of interest, he or she shall notify the management committee chair or appropriate committee chair or working group chair of such conflict. When any conflict of interest is relevant to a matter that comes under consideration or requires action by IAMRA or a committee or a working group thereof, the officer/committee member/working group member shall call it to the attention of the management committee chair or appropriate committee chair or working group chair. Individuals who have disclosed a conflict of interest shall be counted for purposes of a quorum, but may not be permitted to participate in discussions at board meetings, committee meetings, or working group meetings about a relevant issue; they shall not vote; and they may be asked leave the room before decisions are made on matters in which they have a material conflict.

Violations of the Conflict of Interest Policy

- a. If an officer, committee member, or working group member has reasonable cause to believe a member has failed to disclose actual or potential conflicts of interest, he or she should bring it to the attention of the committee chair or the working group chair.
- b. If the chair has reasonable cause to believe an officer/committee member/working group member has failed to disclose actual or possible conflicts of interest, the chair shall inform the officer/committee member/working group member of the basis for such belief and afford the officer/committee member/working group member an opportunity to either explain the alleged conflict of interest or to disclose it.
- c. If the officer/committee member/working group member fails to or refuses to disclose, and the chair, after making further investigation as warranted by the circumstances, determines that there is an actual or possible conflict of interest, the chair shall refer the matter to the management committee for appropriate disciplinary and/or corrective action. The minutes of the meeting of the committee shall reflect any conflict of interest that was disclosed and that the interested person was not present during discussion or decision on the matter and did not vote.

Dissemination

A copy of this conflict of interest policy shall be furnished to each officer, committee member, and working group member of IAMRA.

Certification

The policy and its application shall be reviewed annually for the information and guidance of officers, committee members, and working group members, each of whom has a continuing responsibility to evaluate their transactions and outside business interests and relationships for potential conflicts of interest, and to make such disclosures as described in this policy. The management committee chair shall be responsible for asking each officer/committee member/working group member to complete a certification of agreement with the policy and disclosure of any known conflicts of interest upon his or her election, or re-election or appointment and annually thereafter.

CONFLICT OF INTEREST CERTIFICATION FOR THE INTERNATIONAL ASSOCIATION OF MEDICAL REGULATORY AUTHORITIES (IAMRA)

I have read and agree to abide by the International Association of Medical Regulatory Authorities Conflict of Interest Policy. To the best of my knowledge, as of today's date, I have no actual or potential conflicts as described in this policy.

Signature

Date

Name (print)

---- OR ----

I have read and agree to abide by the International Association of Medical Regulatory Authorities Conflict of Interest Policy. To the best of my knowledge, I have no actual or potential conflicts as described in this Policy, except those disclosed below, or attached hereto.

Signature

Date

Name (print)

DISCLOSURE:

