



NordBridge America

Conflict of Interest Policy

Integrity. Transparency. Accountability.

Purpose

NordBridge America is committed to conducting its affairs with honesty, integrity, and impartiality. This policy protects the organization by identifying, disclosing, and appropriately managing actual, potential, or perceived conflicts of interest.

Who This Policy Applies To

This policy applies to all directors, officers, employees, volunteers, contractors, consultants, committee members, and anyone acting on behalf of NordBridge America.

Definition of a Conflict of Interest

A conflict of interest exists when an individual's personal, financial, professional, or family interests could influence—or appear to influence—their judgment or decisions on behalf of NordBridge America.

Examples

Examples include: financial interests in vendors; accepting gifts that could influence decisions; participating in decisions involving family members; using organizational resources for personal benefit; outside employment that interferes with organizational duties.

Disclosure Requirements

Individuals must promptly disclose any actual, potential, or perceived conflict of interest to executive leadership or the Board of Directors before participating in related discussions or decisions.

Recusal

When a conflict exists, the individual shall refrain from influencing, discussing, voting on, or approving the matter unless specifically authorized under applicable governance procedures.

Annual Disclosure

Board members, officers, and key personnel should complete an annual Conflict of Interest Disclosure Statement confirming any known conflicts.

Policy Violations

Failure to disclose or properly manage a conflict of interest may result in disciplinary action, removal from volunteer or board service, termination of employment, or other corrective action.

Annual Review

This policy will be reviewed annually by executive leadership and the Board of Directors.

Acknowledgement & Disclosure

I acknowledge that I have received, read, and understand the NordBridge America Conflict of Interest Policy. I agree to disclose any actual, potential, or perceived conflicts of interest and to comply with this policy.

Printed Name: _____
Signature: _____
Position / Role: _____
Department: _____
Date: _____
Do you have any actual, potential, or perceived conflict of interest to disclose? ☐ Yes ☐ No
If yes, briefly describe: _____
