POLICY O-4A
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ASNT CONFLICT OF INTEREST POLICY

1.0 Purpose

The purpose of this policy is to eliminate conflicts of interest in all Society functions, activities and deliberations by mandating ethical conduct on the part of all members and providing guidance for the avoidance of such conflicts thereby enhancing the credibility and integrity of the Society.

2.0 Scope

This policy applies to members of ASNT committees, Society Directors, the Headquarters Staff for administration, the ASNT Oversight Committee and those volunteer members with whom ASNT contracts for services. In addition, it establishes training requirements and provides guidance with respect to recognition and avoidance of conflicts of interest.

3.0 Policy

It is the policy of ASNT to ensure that the volunteer members listed below and the Headquarters Staff for administration understand their individual fundamental responsibility to refrain from participating in Society decision making or the implementation process when a competing financial, business, property or personal interest may inhibit the exercise of the unfettered, objective judgment on behalf of ASNT, or when the nature of the competing interest is such that continued participation would jeopardize the integrity of the decision making and implementation processes.

All ASNT contracts for services which are to be provided by members of ASNT must be approved by the Executive Director. The Executive Director will provide the Board of Directors with an annual report of the total compensation received by the persons affected by this policy who are under contract.

4.0 References

4.1 ASNT Bylaws, Article XI, Removal of Officers.
4.2 ASNT Policy G-18, ASNT Spokesman Policy.
4.3 ASNT Policy J-5.14, Job Description, ASNT Oversight Committee.
4.4 ASNT Code of Ethics.

5.0 Responsibilities

5.1 Individual - Individuals have the fundamental responsibility as described in 3.0 above. It is the duty of every volunteer and Headquarters Staff (ASNT member or not) to be aware of the possibility of a conflict of interest between their

responsibilities to ASNT and the NDT community and to themselves or their employer.

5.1.1 Where it is clear that judgment on a pending ASNT matter is or may be affected by a loyalty to a competing interest, the individual shall make a full disclosure of the facts upon which the conflict of interest is based, the reasons for it, and shall disqualify himself/herself and refrain from participating in the deliberations and decision making regarding the matter at issue.

5.1.2 When a potential conflict of interest is possible, even though the individual believes in good faith that independent judgment may not be materially affected by a competing interest, this course of action shall be followed:

5.1.2.1 Insure that all concerned with the anticipated deliberation clearly understand the facts and circumstances involved in the possible conflict of interest. In the event that one-third (1/3) of the body concurs by secret written ballot that continued participation would jeopardize the decision making process, the individual will refrain from participating.

5.1.2.2 If the individual contracts for services with ASNT, he/she must absent him/herself from contract award discussions and refrain from voting or influencing voting on any actions involving the award of such contracts.

5.1.2.3 In the event that the decision making body votes to disqualify a contract with a member based upon an apparent conflict of interest, that member may appeal to the ASNT Oversight Committee.

5.1.2.4 Any member of any ASNT decision making body who believes that the continuing participation of any other member of the body may jeopardize the decision making process because of a possible conflict of interest may call for one of the actions listed above.

5.1.3 Upon selection to the ASNT Board of Directors, each Board member will indicate in writing (normally accompanying the letter of company support) that the conditions of this policy are both understood and accepted.

5.2 Division/Committee Chairman - Each committee chairman, appointed by the Society President, will verbally indicate understanding of this policy.

5.2.1 Each elected division/committee chairman will indicate verbally to his Council Chairman understanding of this policy.

5.2.2 Each chairman of the Executive Committee and Board Standing Committees will indicate in writing to the Society President that the conditions of this policy are both understood and accepted.

5.3 ASNT Oversight Committee - Oversees the program for the Board of Directors.

5.4 ASNT Executive Director

5.4.1 Insure newly appointed Board and committee members receive notification of the requirement in paragraphs 5.1.3 and 5.2.2.
5.4.2 Approve all contracts referred to in paragraph 3.0.
5.4.3 Provide the annual report referred to in paragraph 3.0.

6.0 Training Requirements

Annually, all incoming ASNT Board members, Division/Committee Chairmen, Council Officers and all Standing Committee Chairmen will be briefed on the contents of this policy. At the scheduled annual Board training, this policy will be explained in detail.

7.0 Guidance on Avoidance of Conflicts of Interest

Conflicts of Interest (or their appearance) can be avoided if one:

7.1 Avoids all known conflicts involving ASNT and promptly reports any business associations, interests, or circumstances that could influence judgment.

7.2 Refrains from activities which would knowingly create a potential conflict of interest between oneself and ASNT.

7.3 Refrains from participation in actions with respect to services provided by the member in his/her individual capacity.

7.4 Solicits only publicly announced and clearly competitive contracts from ASNT.

7.5 Avoids personal profit by treating all information coming into his or her possession as being privileged and confidential, particularly if failure to do so would be adverse to the interest of ASNT or the public.