

## **Boston Area Chapter of the International Society for Pharmaceutical Engineering – Conflict of Interest Policy**

The purpose of the conflict of interest policy is to protect the Boston Area Chapter ISPE's interest when it is contemplating entering into a transaction or arrangement that might materially benefit the private interest of an officer or director or might result in a possible excess benefit transaction. This policy is also intended to promote transparency, discussion and awareness amongst our members that the organization is always acting in their interests.

We, the Board of Directors of the Boston Area Chapter, International Society of Pharmaceutical Engineers, resolve that no member of the Board of Directors shall participate in any discussion or vote on any matter in which he or she or a member of his or her company has a potential conflict of interest due to having material economic involvement regarding the matter being discussed. When such a situation presents itself, the director must announce his or her potential conflict, disqualify himself or herself until discussion is over on the matter involved. If the conflict is uncertain to be material, the board will discuss and vote on whether there is a conflict. The President of the meeting is expected to make inquiry if such conflict appears to exist and the board member has not made it known.

Furthermore, no board member will initiate any action or transaction on behalf of this organization where he/she has a material economic involvement without bringing the matter to the president or board for discussion. The board member will not participate in this discussion except to present the facts of the conflict. If the president has a conflict of interest, he or she will bring the matter to the vice president and treasurer or board for discussion. After discussion, a vote of the non-interested board members on the potential conflict shall prevail. A financial interest is not necessarily a conflict of interest. A board member with a financial interest may only have a conflict of interest if the remaining board members decide a conflict exists.

I, \_\_\_\_\_, have read and understood the above resolution and my signature below indicates my willingness and commitment to abide by the spirit and intent of this resolution.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date