



NATIONAL GLASS ASSOCIATION

CONFLICTS OF INTEREST POLICY

This Conflicts of Interest Policy applies to all National Glass Association (NGA) staff, members, officers, directors, chapter officials, and all members of a committee, division or task force of NGA as designated by the Board of Directors (“interested persons”).

As an interested person, I recognize that I owe duties of care and loyalty to NGA. One aspect of fulfilling those duties is to avoid conflicts of interest in which my allegiance might be split between my position with NGA and some other personal, professional, or volunteer position or responsibility. To help avoid conflicts, I will disclose other situations or areas in which it might even appear that I have interests conflicting with those of NGA. I invite any further review by the NGA of any aspects of these situations or areas which might be considered appropriate.

Using the NGA Conflicts of Interest Disclosure Form provided by NGA staff, I will disclose potential conflicts to the Chair of the Board (or in the case of the Chair, to the Treasurer) and/or to the members of any committees, divisions or task forces of NGA as designated by the Board annually and as they arise. For each interest disclosed, the Chair (or Treasurer) will determine whether to: (a) take no action; (b) assure full disclosure to the Board of Directors and/or the relevant committee, division, or task force; (c) ask for recusal from participation in related discussions or decisions; or (d) ask for voluntary resignation from the Board, or, potentially, removal in accordance with NGA’s removal procedures or voluntary resignation from the relevant committee, division or task force. NGA’s CEO will also monitor proposed and ongoing transactions for potential conflicts of interest.

Disclosure of interests:

Personal, professional, or volunteer positions or responsibilities, including those of mine and/or my family members, that might give rise to conflicts (examples include serving in a position of leadership for another association in the glass or residential window and door industry, or performing work for the NGA or another association in the glass or residential window and door industry).