



## IBLCE Conflict of Interest Policy

**Approved March 21, 2017**

**Supersedes March 26, 2011**

The International Board of Lactation Consultant Examiners (“IBLCE”) and its volunteers are dedicated to serving the interests of IBLCE in the most honorable and ethical manner possible; IBLCE’s volunteers are committed to fulfilling their fiduciary duties to IBLCE, including the avoidance of conflicts of interest or the appearance of conflicts. IBLCE policy requires all those acting on its behalf to avoid conflicts of interest between their duties to IBLCE and their duties to other organizations or entities and to complete and submit this form annually when service in such positions. ***A conflict of interest exists when an individual participates in the deliberation and resolution of an issue important to IBLCE while, at the same time, the individual has other professional, business, family, or volunteer responsibilities outside IBLCE that could predispose or bias the individual to a particular view or goal.*** All actual or potential conflicts of interest must be disclosed to IBLCE on this form, or at any time such a conflict may arise. IBLCE will generally address conflicts of interest in one of three ways in order to avoid potential legal liability. For minor or potential conflicts, full disclosure to IBLCE is generally sufficient. For less serious conflicts, the individual generally should recuse him/herself from part or all of the discussion regarding the issue for which there is a conflict and from voting on the issue. Finally, for serious and actual conflicts, the individual may have to voluntarily withdraw – or be withdrawn involuntarily if necessary – from the IBLCE position. IBLCE’s Board of Directors has the authority to make determinations on how to proceed in all such cases.

The following statement to be signed by the volunteer:

Therefore, as a volunteer of IBLCE, I recognize that I owe fiduciary duties of care and loyalty to IBLCE and that one aspect of fulfilling those duties is to avoid conflicts of interest and the appearance of conflicts. Therefore, I am disclosing below all relevant and material facts and situations or areas in which it might even appear that I have conflicting duties to other entities. I invite any further review by IBLCE of any aspects of these situations or areas that might be considered appropriate. Also, if it is deemed appropriate, I will take other steps, such as avoiding part or all of the deliberation and voting on certain issues, if deemed appropriate by the Board.

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Policies on Engagement in Lactation Education / Training and Mentorship updated June 20, 2018.

## **Policies on Engagement in Lactation Education/Training and Mentorship**

Approved March 2017 by Board of Directors; Updated June 20, 2018 by the Executive Committee.

Board members may not engage in lactation education/training courses or materials purporting to prepare candidates for the IBCLC examination or education/training that meets the IBCLC eligibility requirements (inclusive of Pathway 2 activities and Pathway 3 mentorship) during Board service and for 2 years post-Board service if they did not have direct examination exposure and for 3 years post-Board service if they did have examination exposure.

IBLCE committee members or vendors with examination exposure, as well as all staff, independent contractors, proctors/assistant proctors, translators and IBLCE Coordinators, may not engage in lactation education/training courses or the preparation of materials purporting to prepare candidates for the IBCLC examination or engage in education/training that meets the IBCLC eligibility requirements (inclusive of Pathway 2 activities and Pathway 3 mentorship) during volunteer service (committee members), employment (staff), contract (independent contractors and vendors) and/or affiliation (proctors/assistant proctor, translators and IBLCE Coordinators) and for 3 years thereafter.

IBLCE committee members WITHOUT examination exposure (e.g., Advancement Committee; Audit Committee; Finance Committee), may be involved in teaching lactation sessions on a pathway programme leading to eligibility for an IBLCE examination or may be a mentor for an applicant on a pathway programme leading to eligibility for an IBLCE examination. In such cases, the committee member must declare this potential Conflict of Interest to IBLCE and it must be managed as set forth below.

When this is declared then the Committee Member will be:

- Ineligible for appointment to the IBLCE Examination Committee;
- Ineligible to vote on any IBLCE related Pathway program issues.