



National Pesticide Safety Education Center

Policy # 101: Policy for board members representing NPSEC at meetings

1. Policy Statement:

- 1.1 The function of this policy is to guide board members who are representing NPSEC in meetings and discussions with other organizations, government agencies and the private sector.
- 1.2 Every discussion should support the NPSEC mission and goals.
- 1.3 It is important for all NPSEC board members to avoid any direct or perceived conflict of interest in your interactions representing the NPSEC.

2. Procedure:

- 2.1 As a board member, you are representing NPSEC and you should make this clear at the beginning of your interactions. It is also appropriate to identify your full-time job title and responsibilities.
- 2.2 Since you also have your own individual interests from your full-time job, it is important, wherever possible, not to inter-mingle your business interests with NPSEC interests. At times though, it is appropriate to voice an opinion based on your professional experiences if it helps to support the interests of the NPSEC. When doing so, clearly indicate this distinction by prefacing your comments with a statement that indicates your comments are from your professional perspective. Examples include:
 - “From my educator/business perspective...”
 - “From my educator/business experience...”
 - “As an educator/employer...”
 - “As a member of ...”
 - “Wearing my educator/business hat...”
- 2.3 NPSEC policy is set and decisions are made by the board of directors. As a representative, you should not commit to policy positions unless previously approved by the board.
- 2.4 NPSEC expenditures are approved by the board. You should not commit to sponsorships or other expenditures without first seeking board approval.
- 2.5 You agree to bring back policy positions for board discussion or request for expenditures for board approval, and this process should be clearly stated to the other parties.