

GN Policies and Procedures

Policy Section: Committees and External Organizations

Subsection: External Organizations

Topic: Objectives and Operations

Status: Approved by GN Board

Date: 3 September 2013

Policy Statement

1. GN and its members may participate in external organizations in one of the following ways:
 1. Scenario A: GN is a member organization of the external organization and also has one of its members on the Board of Directors of the external organization.
 2. Scenario B: GN is a member organization of the external organization, with one of its members as a GN representative but not on the Board of Directors of the external organization.
 3. Scenario C: A GN member is a member and, possibly, on the Board of Directors of the external organization but is not representing GN.

2. For situations falling under scenarios A or B, GN's decision to participate in an external organization is made by the GN Board based on:
 1. The compatibility of the external organization's mandate and objectives with those of GN.
 2. A well-defined benefit to GN in joining the external organization.
 3. The Non-Profit status of the external organization.
 4. The healthy financial status of the external organization.
 5. Freedom from association with a political party.
 6. The external organization's insurance policy, particularly for directors.
 7. Direct and indirect costs of joining the external organization.

3. The following are examples of the involvement of GN and GN members in external organizations:
 1. Nature Alberta: Scenario A
 2. Alberta Prairie Conservation Forum: Scenario B
 3. SEAWA: Scenario C

Procedures

1. For situations falling under Scenario A or B:
 - a) The GN representative's main responsibility is to promote and defend the interests of GN. If a conflict arises between GN's and the external organization's interests, the GN representative will request guidance from the GN Board before making any representation or decision on the part of GN.
 - b) The GN representative will submit a written report on the external organization activities, with emphasis on those related to GN, at the GN AGM. The GN representative should also forward to the GN board, throughout the year, any information that may be relevant to GN operations or interests.

- c) Under no circumstances shall the GN representative commit GN to a financial commitment, or legal action, that could pose a GN liability without approval from the GN Board. Such matters shall be promptly reported to the GN Board for guidance.
- d) The GN representative will keep the GN Board aware of the financial status of the external organization by forwarding financial statements to the GN Board.
- e) The GN representative will inform the GN Board of any external board confidentiality or sensitivity associated with information forwarded to the GN Board. The GN board will take all necessary measures to control the distribution of such information.

2. For situations falling under Scenario C:

- a) The decision of the GN member to join an external organization is strictly that of the member and does not require GN approval.
- b) The GN member shall refrain from making any statement or taking any action on the part of GN.
- c) The GN member may voluntarily, without any obligation, report activities of the external organization to GN.
- d) The GN member shall not forward to GN any confidential or sensitive external organization information without approval of that organization.