

PROCEDURES CONCERNING CONFLICT OF INTEREST AND CONFIDENTIALITY

Once you have received all the entries for the award you are jurying, please check whether there is a possibility of apparent or actual conflict of interest with any one of the authors or publishers represented.

Conflict of Interest Defined

In this context, conflict of interest means any situation in which a juror, either for himself/herself, family or other organization(s), attempts to promote a private or personal interest which results or appears to result in an improper personal material gain or advantage, or results in an interference with their duties.

Conflict of interest may exist whether or not an individual has received personal or material gain. It includes both actual and perceived conflicts. The identification of a situation where a conflict of interest may exist will depend on the perceptions of those involved and how their actions appear to others.

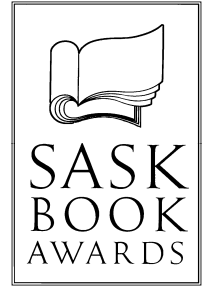
Activities include, but are not limited to, membership on boards of organizations, ownership of assets, receipt of gifts, employment (full-time or part-time), and financial or professional benefits accruing to jurors, as well as to:

- their immediate family,
- a business partner,
- an organization or business in which the juror is serving as an officer, director, trustee, partner or employee.

If you have discovered a conflict, as soon as possible, please notify us and complete the following statement, submitting a signed copy to the Saskatchewan Book Awards office by fax: 306-569-4187 or mail to P.O. Box 1921, Regina, SK S4P 3E1.

Confidentiality

The winners' names are not to be revealed under any circumstances until announced at the Awards Gala on Saturday, November 24. It is essential that you maintain complete confidentiality until then.



JUROR'S DECLARATION - CONFLICT OF INTEREST

I declare a conflict of interest or the potential for a perceived conflict of interest concerning the following entry or entries in the award competition for which I have been selected as a juror:

Book Title: _____

Author: _____ Publisher: _____

Nature of the Conflict: _____

Book Title: _____

Author: _____ Publisher: _____

Nature of the Conflict: _____

Book Title: _____

Author: _____ Publisher: _____

Nature of the Conflict: _____

NAME:

AWARD CATEGORY:

DATE: