



GREEN CITY STANDARD



Conflict of Interest Policy for the AIPH Green City Standard

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Conflict of Interest Policy for the AIPH Global Green City Standard

1. Introduction

This Conflict of Interest Policy ensures the integrity, transparency, and impartiality of the AIPH Green City Standard's (hereinafter, AIPH Standard) governance, decision-making, and operations. The policy applies to all members of governance bodies, staff, consultants, and individuals involved in the development, implementation, and accreditation processes.

2. Purpose

The purpose of this policy is to:

- Identify and manage actual, potential, or perceived conflicts of interest.
- Maintain public trust and uphold the credibility of the AIPH Standard.
- Ensure fair and unbiased decision-making.

3. Scope

This policy applies to:

- Members of the Steering Committee, Stakeholder Advisory Group, Technical Working Group, Independent Review Panel, Independent Evaluators, and Pilot City Network.
- AIPH staff involved in the development, implementation, and promotion of the AIPH Standard.
- Consultants and contractors engaged by AIPH for related work.

4. Definition of Conflict of Interest

A conflict of interest arises when an individual's personal, professional, or financial interests could improperly influence, or be perceived to influence, their impartiality and decision-making related to the AIPH Standard.

5. Examples of Conflicts of Interest

- Personal or financial relationships with cities, organisations, or individuals being evaluated or accredited.
- Holding positions in organisations that may benefit from decisions related to the AIPH Standard.
- Having a personal interest in a project subject to accreditation.



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6. Disclosure Requirements

- All individuals covered by this policy must disclose any actual, potential, or perceived conflicts of interest.
- Disclosures must be made:
 - Upon appointment to any governance body or role.
 - Annually, as part of routine conflict of interest declarations.
 - Immediately, if a new conflict arises.
- Disclosures must be submitted in writing to GreenCity@AIPH.org.

7. Management of Conflicts of Interest

- Upon disclosure, the Steering Committee will assess the conflict and determine an appropriate course of action.
- Management actions may include:
 - Recusal from related discussions, decisions, or evaluations.
 - Reassignment of responsibilities.
 - Termination of consultancy or contractual agreements in severe cases.
 - Recording the conflict and the agreed mitigation measures.

8. Record Keeping

- All disclosed conflicts and management actions will be documented.
- Anonymised summaries of conflicts and resolutions will be published annually on the AIPH website at <https://aiph.org/green-city/green-city-standard/>.
- Records will be maintained confidentially in line with data protection laws.

9. Monitoring and Compliance

- Compliance with this policy is mandatory.
- The Steering Committee will review adherence to this policy annually.
- Non-compliance may result in disciplinary action, including removal from governance roles or termination of contracts.

10. Continuous Improvement

- This policy will be reviewed and updated annually to ensure alignment with best practices and ISEAL Code requirements.
- Feedback on this policy is welcome at any time via GreenCity@AIPH.org.



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11. Confidentiality

- All conflict disclosures will be treated with strict confidentiality.
- Detailed information will only be shared with individuals directly involved in managing the conflict, and published summaries will be fully anonymised to ensure confidentiality.