



Managing Conflicts of Interest

**Wikimedia Legal & Community
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Guidelines on Disclosure of Potential and Actual Conflicts of Interest

A screenshot of the Wikimedia Foundation website. The page title is "Guidelines on potential conflicts of interest". The page content includes a notice that this is a draft document for community opinion and edits, and an "Introduction" section. The introduction states that the guidelines are being developed to help identify potential conflicts of interest and to encourage full disclosure of personal and financial interests. The page also features a navigation menu on the left and a search bar at the top right.

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Guidelines on potential conflicts of interest

This is a draft document for which we invite community opinion and edits at [meta:Guidelines on potential conflicts of interest](#). This draft document may be altered by the legal team during the consultation period with the community to reflect changes that have been proposed at the above editable version. For more information on this document and its purpose, please see the introduction.

Introduction

We are asking for community opinion on these five movement-wide guidelines that would help identify potential conflicts of interest when asking for resources belonging to the Wikimedia movement. The proposed draft of these guidelines is set out below for community review. We welcome your comments at the [meta discussion page](#). After community consultation, we expect to finalize the guidelines and propose them to the WMF Board of Trustees for adoption by resolution.

Generally, mismanaged personal interests resulting in potential *conflicts of interest* can hurt our movement, both in reputation and financially. The proposed guidelines seek to encourage full disclosure of personal and financial interests with respect to people's requests for movement resources. The guidelines help ensure that those movement resources – like grants, staff time, scholarships, trademark licenses, travel reimbursements, fellowships, employment, and conference resources – are used in pursuit of our mission. The guidelines apply to requests for resources from any movement entities, groups, associations, or persons, such as the Wikimedia

- Six-week interactive community consultation on the draft proposal, which included five guidelines with examples.
- Applies to community and WMF (e.g., in allocation of resources like grants)

Five Guidelines



Guidelines

Guideline one

Disclose actively if you are receiving payment or anything of value from a person or organization that may benefit from your request, use, or allocation of movement resources.

Guideline two

Disclose actively if you are requesting, using, or allocating movement resources that may benefit your family member, spouse, partner, business associate, significant other, close friend, or their organizations or employers.

Guideline three

Answer fully and honestly any relevant and appropriate questions when requesting, using, or allocating movement resources.

Guideline four

Disclose actively if your request, use, or allocation of movement resources could be perceived by others or the public as improper. Even the perception of a conflict or unauthorized personal gain needs to be disclosed.

Guideline five

Do not request, use, or allocate movement resources for unauthorized personal gain.

http://wikimediafoundation.org/wiki/Guidelines_on_potential_conflicts_of_interest

Examples



Six examples in the policy help WMF and the community to identify actual and potential conflicts.

Example: In a request for a grant from the FDC, a chapter trustee has a potential financial conflict of interest. Though her conflict of interest is stated on the local chapter's blog and she believes the FDC may be aware of it, she nevertheless should actively disclose the potential conflict to the FDC to ensure that the FDC is aware of the conflict.