

Board – Conflict of Interest Policy

INTRODUCTION

The Committee of Australian Landcare International Inc is committed to high standards of ethical conduct and accordingly places great importance on making clear any existing or potential conflict of interest.

DEFINITION

This policy has been developed to provide a framework for all Committee Members in declaring conflicts of interest.

SCOPE

The Committee places great importance on making clear any existing or potential conflicts of interest. All such conflicts of interest shall be declared by the member concerned and documented in the Committee Conflicts of Interest Register. A Committee member who believes another Committee member has an undeclared conflict of interest should specify in writing the basis of this potential conflict.

PROCEDURE

1. Members shall declare any conflicts of interest either at the start of the Committee meeting concerned or when a relevant issue arises. The nature of this conflict of interest should be entered into the meeting minutes.
2. Where a conflict of interest or potential conflict of interest is identified and/or registered, the Committee member concerned shall leave the room as soon as that item comes up for discussion. The concerned Committee member shall not vote on that issues, nor initiate or take part in any Committee discussion on that topic (either in the meeting or with other Committee members), unless expressly invited to do so by unanimous agreement by all other members present.
3. If a person declares themselves to having existing or potential conflict of interest confidentiality will be respected. If a person alleges that another person has a conflict of interest, whether existing or potential, and if the Committee cannot resolve this allegation to the satisfaction of both parties the matter shall be referred to the Executive Committee. This committee will make a recommendation to the Committee as to what action shall be taken.

Examples of conflict of interest could be (but are not limited to):

- *When a Committee member or his/her immediately family or business interests stands to gain financially from any business dealings, programs or services of the organisation.*
- *When a Committee member him or herself offers a professional service to the organisation.*
- *When a Committee member of the ex/officio member of the Committee has a role on the governing body of another organisation, where the activities of that other body may be in direct conflict or competition with the activities of QWaLC.*

Australian Landcare International

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AUTHORISATION:	
This version was approved on:	1/11/2018
This version takes effect on:	1/11/2018
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