



CONFLICT OF INTEREST POLICY

INTRODUCTION

The Committee of Management of Hobart FM Inc is committed to a high standard of ethical conduct and accordingly places great importance on making clear any existing or potential conflict of interest.

This policy has been developed to provide a framework for all Committee members in declaring conflict of Interest.

Policy

Hobart FM 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 minutes of the meeting. Any person who believes a Committee member has an undeclared conflict of interest should specify this in writing giving full details of the basis of their belief.

Procedure

- 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 the conflict of interest shall be entered into the meeting minutes.
- Where a conflict of interest or potential conflict of interest is identified and / or registered, the member concerned shall leave the meeting immediately.

RELATED DOCUMENTS

- Code of Conduct Policy
- Committee Confidentiality Policy
- Conduct of Meetings Policy
- Committee Dispute Resolution Policy
- Grievance Policy
- Transparency and Accountability Policy
- Governance Policy



AUTHORISATION

Date approved by the Committee: 17th January 2018

Review Date: January 2020

Committee President: _____
[Name]

[Signature]

Committee Secretary: _____
[Name]

[Signature]