

Policy Number :	4	Version:	1.1
Author:	EMDBC	Committee Approved:	February 2014
Authorised by:	Marg Van Schaijik	Review Date:	September 2020

CONFLICT OF INTEREST DECLARATION

1. Conflict of Interest Overview:

Conflicts of interest arise when a board, committee or staff member has a personal interest which may conflict with the best interests of the organisation. Under common law you must not place yourself in a position where there is a conflict, actual or potential, between your personal interests and the duty you owe to your organisation.

A conflicting interest has the potential to unfairly bias an individual's decision making, and as such any conflicting interest should be declared to the organisation. Failure to declare interests leaves both the individual and the club open to accusations of failing to act in the best interests of the organisation, regardless of whether or not the conflict of interest had any effect on the decision making process.

Organisations should have in place an appropriate policy requiring all board, committee and staff members to formally declare any conflict of interest they may have. The policy should include a requirement for members to complete on an annual basis a conflict of interest declaration form.

Board, committee and staff members should also be made fully aware of their duty to declare any conflicts of interest unexpectedly arising. If a conflict of interest is declared the board/committee should decide what action, if any should be taken to ensure the conflict is dealt with appropriately. Declaring a conflict of interest clearly shows both the organisation and the individual take their ethical obligations seriously.

2. Policy Statement :

Eastern Mavericks is committed to high standards of ethical conduct and accordingly places great importance on making clear any existing or potential conflict of interest.

This Policy has been created to allow all members of Eastern Mavericks when holding a position on Committee or other specified roles of responsibility (as identified by the Committee) to declare any conflicts of interest.

3. Policy:

Eastern Mavericks places importance on Committee members and other position holders as identified within the Club to declare any existing or potential conflicts of interest.

An Eastern Mavericks Committee member who believes another Committee member or an identified member has an undeclared conflict of interest should advise in writing the potential conflict.

Where a Committee member or identified member has a conflict of interest that has been declared that member cannot be involved with discussions on that topic, nor have voting rights.



CONFLICT OF INTEREST DECLARATION FORM

Under the policy guidelines of the **EASTERN MAVERICKS DISTRICT BASKETBALL CLUB** you are required to declare and avoid situations involving a conflict of interest between your duties as a member of **EASTERN MAVERICKS DISTRICT BASKETBALL ASSOCIATION COMMITTEE or Identified EMDBC Role** and your private interests.

Details of the person making the declaration:

Name: Position:
Address:.....
State:.....Postcode:..... Work Phone:Home Phone:.....
.....Mobile:..... Email:

Declaration of conflict of interest: please tick appropriate box

No, I do not have a conflict of interest to declare

Yes, I do have a conflict of interest to declare If you do have a conflict of interest to declare please describe all relevant facts and circumstances you consider give rise to a real or apparent conflict of interest. Please include the reason why you consider this situation may actually be, or be perceived by others to be, a conflict of interest. Attach any additional information necessary.

.....
.....
.....
.....
.....

I hereby certify the information I have provided is true and accurate at the time of signing
...../...../.....

Print Name signature date

EMDBC Committee