

CONFLICT OF INTEREST POLICY

Introduction

IPSC (NT) Inc is committed to high standards of ethical conduct and accordingly places great importance on making clear any existing or potential conflict of interest.

Purpose

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

Policy

IPSC (NT) Inc 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 IPSC (NT) Inc Conflicts of Interest Register. A member who believes another 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 meeting concerned or when a relevant issue arises. The nature of this conflict of interest should be entered into the meeting minutes. The interest should also be documented in the Conflicts of Interest Register
2. Where a conflict of interest or potential conflict of interest is identified and/or registered, the member concerned shall leave the room as soon as that item comes up for discussion. The concerned member shall not vote on that issue, nor initiate or take part in any discussion on that topic (either in the meeting or with other members before or after the meetings), unless expressly invited to do so by unanimous agreement by all other members present.
3. If a person declares themselves to have 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 IPSC (NT) Inc cannot resolve this allegation to the satisfaction of both parties the matter shall be referred to the IPSC (NT) Inc Executive Committee who will make a decision as to what action shall be taken.

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

- When a member or his/her immediate family or business interests stands to gain financially from any business dealings, programs or services of IPSC (NT) Inc.
- When a member him or herself offers a professional service to the organisation.
- When a member stands to gain personally or professionally from any insider knowledge if that knowledge is used to personal advantage.
- Where a member or ex/officio member 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 IPSC (NT) Inc.

IPSCNT CONFLICT OF INTEREST REGISTER

Name	Date	Nature of Interest	Meeting Topic