



GLOBAL SCHOOL PARTNERS Conflict of Interest Policy



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www.globalschoolpartners.org.au



CONFLICT OF INTEREST POLICY - 2020

Global School Partners facilitates partnerships between schools in Australia and schools in developing nations to enable students from across the globe to connect, share and learn with one another. In addition, we encourage Australians to support our work through sponsorship of students and funding of school projects and programs.

Our aim is to work collaboratively with community groups (schools) and individuals, to achieve mutually agreed goals that build capacity to both alleviate poverty through education and better health and raise awareness of how education can overcome poverty.

We inform students and school communities in Australia about the culture and circumstances experienced by students in their partner school in the developing country. We empower Australian students to make a positive, direct and tangible difference in the lives of students at their partner school.

The purpose of this policy:

Global Schools Partners uses this policy to assist the Board, staff, partners and volunteers to identify, avoid and manage conflicts of interest, whether actual, potential or perceived. The policy provides a framework for all Board members, staff and volunteers in declaring a conflict of interest and aligns with Global School Partners wider policy framework and governance.

Global School Partners' guiding values are:

- Compassion
- Integrity
- Respect
- Perseverance
- Person centred approach
- Collaborative action
- Accountability
- Environmental sustainability

Global School Partners is committed to high standards of ethical conduct and therefore places great importance on making clear any existing or potential conflict of interest.

Definition:

A conflict of interest occurs when someone's personal interests conflict with their responsibility to act in the best interests of the charity/organisation. The term 'personal interests' does not need to be their own interest, but may also arise from the interests of their family, friends, or other organisations they are involved with. It also includes a conflict between their duty to the charity and another duty that they have (for example, to another charity).

A conflict of interest may be actual, potential or perceived and may be financial or non-financial.

Such a situation may present the risk that the person makes a decision based on, or affected by, these interests and influences; rather than in the best interests of the charity and therefore must be managed accordingly.

Scope:

This policy applies to all Board members, staff, partners and volunteers of Global School Partners.



Policy statement:

Global School Partners aims to ensure that all decisions made by its Board members, staff, partners and volunteers are well-informed, fair and not influenced by conflicting interests.

Conflicts of interest do arise but if openly and effectively managed need not present a problem. Global School Partners' policy and the responsibility of the Board, is to ensure that conflicts of interest are avoided and where they do arise, ensure that they do not conflict with the obligations to Global School Partners.

This policy is to read in conjunction with the Global School Partners Procurement and Resource Management Policy to enable open and fair procurement of goods and services.

Procedures:

Board Members:

All conflicts of interest shall be declared by the member concerned and documented in the Board **Conflicts of Interest Register**.

1. A Board member who believes another Board member has an undeclared conflict of interest should specify in writing the basis of this potential conflict.
2. Members shall declare any conflicts of interest either at the start of the Board meeting concerned or when a relevant issue arises. The nature of this conflict of interest should be entered into the meeting minutes.
3. Where a conflict of interest or potential conflict of interest is identified and/or registered, the Board member concerned shall leave the room as soon as that item comes up for discussion. The concerned Board member shall not vote on that issue, nor initiate or take part in any Board discussion on that topic (either in the meeting or with other Board members before or after the Board meetings), unless expressly invited to do so by unanimous agreement by all other members present.
4. If a person declares themselves to have existing or potential conflict of interest, confidentiality will be respected.
5. If a person alleges that another person has a conflict of interest, whether existing or potential, and if the Board cannot resolve this allegation to the satisfaction of both parties the matter shall be referred to ACFID to make a recommendation to the Board as to what action should be taken. If ACFID is unable to support, then the issue will be referred to independent arbitration for resolution.

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

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



Global School Partners will ensure that its board members are aware of the ACNC governance standards, particularly governance standard 5, and that they disclose any actual or perceived material conflicts of interests as required by governance standard 5.

Staff, volunteers and partners:

The above procedures will also apply for members of staff, volunteers and partners who feel they may have a conflict of Interest for any activity where they have influence.



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