

Conflict of Interest

1 Purpose

1.1 Introduction

The purpose of this policy is to help Apia to effectively identify, disclose and manage any actual, potential or perceived conflicts of interest in order to protect the integrity of Apia and manage risk.

This policy is important in an environment where there are numerous volunteers and parents who have children playing within the club.

1.2 Objective

The policy aims to ensure that those decision makers such as coaches, administrators and board members within the club with power are aware of their obligation to disclose any conflicts of interest that they may have, and to comply with this policy to ensure they effectively manage those conflicts of interest.

1.3 Application

A conflict of interest occurs when a person's personal interests conflict with their responsibility to act in the best interests of Apia.

Personal interests include direct interests, as well as those of family, friends, or other organisations a person may be involved with or have an interest in.

A conflict of interest may be financial or non-financial.

These situations present the risk that a person will decide based on, or be affected by, these influences, rather than in the best interests of Apia.

1.4 Management of conflict of interest

Once an actual or perceived conflict of interest is identified, it must be notified to Club Chairman who will enter the conflict into a 'conflicts register' as well as notifying the board.

The register must be maintained by the club Administrator and included in the board agenda.

Once the conflict of interest has been appropriately disclosed, the board must decide an outcome and formally advise the aggrieved party.