

CONFLICT OF INTEREST POLICY

POLICY

1. Engineers Australia seeks to ensure that the manner in which it operates, and the actions of employees, members, office bearers and other volunteers, conform to acceptable standards of integrity and good conduct.
2. It is expected that all persons acting on Engineers Australia's behalf, avoid ethical, legal, financial or other conflicts of interest, and ensure that their activities and interests do not conflict with their obligations to Engineers Australia.
3. A conflict of interest occurs when a person(s) are in a position to derive benefit from actions or decisions made in their official capacity as an employee or office bearer and/or that may be based on personal interests and could conflict with their responsibility to act in the best interests of Engineers Australia. Conflict is deemed to exist whether there is actual, potential or perceive conflict of interest.
4. Personal interests include direct interests as well as those of family, friends, or other organisations a person may be involved with or have a personal interest in.
5. A conflict of interest may be financial or non-financial and present the risk that a person will make a decision based on, or affected by, these influences, rather than in the best interests of Engineers Australia.
6. Engineers Australia will manage conflicts of interest by providing procedures to:
 - avoid conflicts of interest where possible
 - identify and disclose any conflicts of interest
 - carefully manage any conflicts of interest
7. Where a potential or actual conflict of interest arises the matter must be disclosed and the matter managed in accordance with the procedures of this policy. Disclosure must be full and prompt. The primary obligation is to notify, in advance, any potential conflict.
8. Failure to notify an actual or potential conflict of interest or act to manage the conflict of interest could be regarded as misconduct. In such an event, disciplinary action may be taken in relation to employees or a professional conduct sanction for members (depending on circumstances).

WHO DOES THE POLICY AND PROCEDURE APPLY TO

9. This policy and procedure applies to:

- Engineers Australia's employees
- Office Bearers and volunteers
- Members
- Engineers Australia contractors, and
- Any other person acting on behalf of, or in conjunction with Engineers Australia.

LINKS TO OTHER POLICIES AND/OR PROCEDURES

10. This policy is to be read in conjunction with the following policies/procedures:

- Conflict of Interest Procedure
- Accepting and Declaring Gifts Procedure
- Whistleblower Policy
- Whistleblower Procedure

Policy Category: Governance	Date of Effect: 17 February 2017	Review Date: February 2020
Responsible Officer:	Executive General Manager, Professional Standards and Practice	