

## **Conflicts of interest**

All staff members are, during their employment, expected to –

- act in the interests of Anglican Aid,
- exercise care, skill and diligence,
- act in good faith, and
- avoid conflicts of interest.

A conflict of interest arises where a person has a personal interest sufficient to influence or appear to influence the objective exercise of their responsibilities and duties as a staff member of Anglican Aid (a “material personal interest”).

A staff member who has a conflict of interest in a matter relating to the affairs of Anglican Aid, or an organisation served by Anglican Aid, must disclose that interest to their senior manager. If the staff member is a senior manager, they must disclose that interest to the Chief Executive Officer. If the staff member is the Chief Executive Officer, the interest must be disclosed to the Chairman of Anglican Aid.

A staff member who has a conflict of interest in a matter must not exercise any delegated authority in respect of the matter.