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## **Conflict of Interest Policy**

**Approved by the EREA Board: 25 May 2016**

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- Rationale:** The objective of this policy is to ensure that actual, potential and perceived conflicts of interest are identified and managed effectively.
- Principles:** EREA operates within the context of the Charter (Catholic School in the Edmund Rice tradition) which is underpinned by EREA core values. EREA is committed to good governance practice and stewardship in accordance with legislative requirements for not-for-profit and charitable bodies.
- Policy Statement:** All of EREA is committed to ensuring that actual, potential and perceived conflicts of interest (Conflicts) are identified and managed so that they do not affect the services, activities or decisions of the organisation.
- To achieve this there will be a need to:
- Develop, implement and monitor action to appropriately manage the Conflict; and
  - Develop a procedure detailing sanctions appropriate to the extent of the breach of this Policy.
- Individuals will:
- Identify and declare all Conflicts of interest; and
  - Report all identified Conflicts to the appropriate authority as outlined in the policy guidelines.
- Applicable to:** All in EREA including its schools and entities.
- Key Responsibilities:**
- EREA Board**  
The EREA Board has the responsibility to approve the Conflict of Interest Policy and to ensure that appropriate procedures and guidelines are in place to assist all to comply with the policy.
- Executive Director**  
The Executive Director has responsibility for the implementation of this policy and to oversee the development of procedures and guidelines to be followed in adhering to this policy.

**Principals**

Principals will adhere to the policy and associated procedures and guidelines and will be responsible for compliance by all staff within the school.

**School Boards**

School Boards have the responsibility to ensure that the school complies with the EREA Conflict of Interest Policy.

**Effective from:** 25 May 2016

**Review:** This Policy will be reviewed every 2 years

**Related Information:** EREA Code of conduct  
Procedures and guidelines to be read in conjunction with policy  
Procedures for use of corporate credit cards  
EREA Conflict of Interest Register  
School Board(s) Conflict of Interest Register