

# CONFLICT OF INTEREST



<b>Policy:</b>	Conflict of Interest
<b>Title:</b>	Weightlifting New Zealand Conflict of Interest Policy
<b>Purpose:</b>	Ensure transparency, integrity, and accountability in all decision-making processes within Weightlifting New Zealand (WNZ) by managing actual, potential, or perceived conflicts of interest.

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## Scope

This policy applies to all WNZ board members, staff, committee members, volunteers, and anyone acting on behalf of WNZ.

## Definition

A conflict of interest occurs when a person's personal, professional, or financial interests or those of a close associate could compromise, or be perceived to compromise, their ability to act in the best interests of WNZ.

### Policy

#### 1. Disclosure

- All individuals covered by this policy must disclose any actual, potential, or perceived conflict of interest as soon as they become aware of it.
- Disclosures must be recorded annually in the WNZ Conflicts of Interest Register

#### 2. Management

- Upon disclosure, the board (or relevant committee) will determine the appropriate management approach, which may include:
- Requiring the individual to abstain from discussion or decision-making.
- Transferring the responsibility to another person.
- In serious cases, requesting the person to step aside from their role temporarily or permanently.

#### 3. Meeting Procedures

- At the start of each board or committee meeting, members must declare any additional conflicts of interest relating to agenda items.
- These declarations are to be recorded in the minutes.

#### 4. Ongoing Obligations

- All individuals must regularly review and update their conflict declarations.
- Annual declarations will be required from board and committee members at their first meeting after the AGM. Contractors will provide their declarations when a contract is signed.

## Breach of Policy

Failure to disclose or manage a conflict of interest appropriately may result in disciplinary action, including removal from a role within WNZ.

## Contact

For advice or clarification on this policy, please contact the WNZ President or Executive Officer