

HAMPSHIRE GENEALOGICAL SOCIETY

CONFLICT OF INTEREST POLICY



Introduction:

The purpose of this policy is to protect the integrity of the Society's decision-making process, to enable Members to have confidence in our integrity and to protect the integrity and reputation of the Trustees, Post-holders and Volunteers.

Examples of where conflicts of interest could arise are:-

- when the Society applies for funding and a Trustee, Post-holder or Volunteer also holds a similar position in another organisation that is competing for the same funding
- when a Trustee, Post-holder or Volunteer has shares in a business that may be awarded a contract to do work or provide services to the Society

This policy is meant to supplement the good judgement of the Society and it is expected that Trustees, Post-holders and Volunteers respect its spirit as well as its wording.

Our Policy Statement:

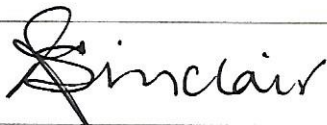
All Trustees, Post-holders and Volunteers of the Society will strive to avoid any conflict between the interests of the Society on the one hand and personal, professional and business interests on the other. This includes avoiding any actual conflicts of interest as well as the perception of conflicts of interest.

Procedures:

- If appropriate, upon appointment, a Trustee, Post-holder or Volunteer will make a full, written disclosure of interests, such as relationships and posts held, that could potentially result in a conflict of interest. This disclosure will be kept on file and will be updated as necessary.
- In the course of committee meetings or activities, members of that committee must disclose any interests in a transaction or decision where there may be a conflict between the Society's best interests and that member's best interests or a conflict between the best interests of two organisations with which that member is involved.

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- After disclosure, that member should leave the room for the duration of the discussion and may not be able to take part in the decision depending on the judgement of the other members present at the time.
- Any such disclosure and the subsequent actions taken will be noted in the minutes of the meeting.

	Policy prepared by:	Approved by:
Signed:	Kay E. Lovell	
Print Name:	KAY E. LOVELL	ANTHONY SINCLAIR
Position:	Vice Chairman	Chairman
Date:	1st October 2024	October 1st, 2024