



Conflict of Interest Policy

INTRODUCTION

Croquet Victoria is committed to high standards of ethical conduct and accordingly places great importance on making clear any existing or potential conflict of interest.

PURPOSE

This policy has been developed to provide a framework for all members in declaring conflicts of interest.

DEFINITION

For the purposes of this policy, a conflict of interest is a situation in which a member, either as a player or as a member of a club or region, has a private or personal interest sufficient to appear to influence the objective exercise of his or her official duties as a Director, Appointed Officer or sub-committee member of Croquet Victoria.

POLICY

Croquet Victoria places great importance on making clear any existing or potential conflicts of interest. All such conflicts of interest shall be declared by the member concerned and documented in the minutes of all appropriate meetings.

A member who believes another member has an undeclared conflict of interest should, if the member with the perceived conflict of interest denies such conflict, specify in writing the basis of this potential conflict.

Unless provided otherwise in a policy specific to the appointment or sub-committee, a member with a conflict of interest shall not initiate or take part in any discussion on that topic (either in the meeting or with other members before or after the meetings), unless expressly invited to do so by unanimous agreement by all other members present.

Where a member has a conflict of interest, that member shall leave the meeting while the matter is dealt with and neither debate nor vote on the matter. The minutes of the meeting are to record the fact and timing of the member's leaving and re-joining the meeting.

Members are not barred from engaging in business dealings with Croquet Victoria, provided that these are negotiated at arm's length without the participation of the member concerned.

AUTHORISATION

Honorary Secretary
Victorian Croquet Association Inc.