



The National Honey Show Ltd. Conflict of Interest Policy

All Volunteers and Committee members of The National Honey Show will strive to avoid any conflict of interest between the interests of the Show on the one hand, and personal, professional, and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.

The purposes of this policy is to protect the integrity of the Show's decision-making process, to enable our stakeholders to have confidence in our integrity, and to protect the integrity and reputation of volunteers, staff and committee members. (Hereinafter all called Volunteers).

Examples of conflicts of interest include:

A Volunteer who is also a member who must decide whether fees from members should be increased.

A Volunteer who is related to a member of staff and there is decision to be taken on staff pay and/or conditions.

A Volunteer who is also on the committee of another organisation that is competing for the same funding.

A Volunteer who has shares in a business that may be awarded a contract to do work or provide services for the Show.

Upon appointment each Volunteer will make a full disclosure of interests, preferably but not necessarily written: such as relationships and posts held that could potentially result in a conflict of interest. This disclosure will be recorded and will be updated as appropriate.

In the course of meetings or activities, Volunteers will disclose any interests in a transaction or decision where there may be a conflict between the Show's best interests and the volunteer's best interests or a conflict between the best interests of two organisations that the Volunteer is involved with.

After disclosure, the Volunteer may be asked to leave the room for the discussion and may not be able to take part in the decision depending on the judgement of the other Volunteers present at the time.

Any such disclosure and the subsequent actions taken will be noted in the minutes.

This policy is not meant to supplement good judgment, Volunteers should respect its spirit as well as its wording.

Approved by The National Honey Show Ltd. Board:

Date:

Signed (Chairman):

Review Cycle 5 year

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