



CONFLICT OF INTEREST POLICY

Date of Approval: February 2nd 2023
Version: 2
Review Date: February 2nd 2024
Policy Type: Board Policy

Review History Table

A Liquid Future's Conflict of Interest Policy will be reviewed annually. Some circumstances may trigger an early review, this includes but is not limited to legislative changes, organisational changes, incident outcomes and other matters deemed appropriate by the Board and/or Chief Executive Officer. A Liquid Future retains records to document each review undertaken. Records may include minutes of meetings and documentation of changes to policies and procedures that result from a review.

Revised on	Version	Date of Approval	Approved by	Content reviewed/ Purpose
28/01/2023	1	14/12/2020	ALF Board	Policy Revised
	2	02/02/2023	ALF Board	Policy Revised

Definition

Conflict of interest occurs when an individual's personal interests impair an individual's responsibility, and ability to act in the best interests of the organisation. A conflict of interest can be actual, potential or perceived.

Policy Statement

A Liquid Future is committed to avoiding conflicts of interest at all levels of our organisation and our operations.

Board members and staff are prohibited from engaging in any activity, practice or act which conflicts with the interests of A Liquid Future or its donors, beneficiaries or suppliers.

It is difficult, if not impossible, to describe all of the situations which may arise involving conflicts of interest; this list is not intended to be exhaustive. Any situation that creates an actual conflict of loyalty or interest, or even the appearance of such a conflict, must be scrupulously avoided.

- No board member, or staff, or his or her associates shall accept or retain gifts or inducements from any person, company or other entity (government or non-government) engaging in or seeking to engage in commercial activity with A Liquid Future in any circumstances where it is the case or might reasonably be inferred that the purpose of the gift or inducement is to influence the board member or staff in the conduct of A Liquid Future's business.
- Receiving gifts from current or potential partners or service providers may lead to perceived, potential or actual conflicts of interest. However, A Liquid Future recognises that giving and receiving gifts may be important in some cultural contexts. As such, gifts offered should be carefully considered in accordance with the guidance provided in A Liquid Future's Fraud Control and Corruption Prevention Policy when deciding whether to politely accept or decline said gifts.

Material personal interest

In order to avoid conflicts of interest occurring at the board level, conflicts of interest are a standing item on the agenda for board meetings.

A board member's duty is to disclose if a board member or associates have a material personal interest in a matter that relates to the affairs of A Liquid Future. The notice required must include details of the nature and extent of the interest, and the relation of the interest to the affairs of the organisation; and be given during a board members' meeting as soon as practicable after the board member becomes aware of their interest in the matter.

A board member who has a material personal interest in a matter that is being considered at a board meeting shall not be present while the matter is being considered at the meeting; nor vote on the relevant matter without the consent of all other board members.



Elizabeth Grace Murray
(CEO)



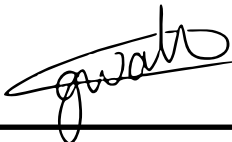
Rory Gollow
(Director)



Blaise Hodgson
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Keri Algar Cocks
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Janiece Walker
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Callum Vincent
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