



The Australian and New Zealand Society of Occupational Medicine Inc. (ANZSOM)

ANZSOM CONFLICT OF INTEREST POLICY

Purpose:

This policy sets out requirements for ANZSOM General Council members, Branch Council members, staff and contractors for managing and disclosing conflicts of interest.

Background:

There is potential for both real and apparent conflicts of interest or dualities of interest to occur in the course of conducting the affairs of the organisation. The appearance of conflict can be a concern even if there is in fact no conflict. Conflicts occur because the persons associated with ANZSOM may have multiple interests and affiliations and various positions of responsibility within the community. In these situations a person will sometimes owe duties of loyalty to two or more organisations.

Conflicts are undesirable because they potentially/and or apparently place the interests of others ahead of the organisation's obligations to its purposes and to the public interest. Conflicts are also undesirable because they often reflect adversely upon the person involved and upon the institutions with which they are affiliated, regardless of the actual facts or motivations of the parties. However, the long range best interests of ANZSOM do not require the termination of all association with persons who may have real or apparent conflicts that are harmless to all individuals or entities involved.

Policy:

All members of General Council and Branch Councils, as well as staff/contractors of ANZSOM have a duty to disclose conflicts of interest. In addition, they shall avoid acts of self-dealing which may adversely affect the organisation or cause there to arise any sanction or penalty by a governmental authority.

In the event any General Council / Branch Council member or staff member/contractor, or a member of his or her family, has a personal or business interest in, or is involved in any way with an organisation with whom the General Council / Branch Council is considering a business contract, such interest or involvement shall be disclosed to the ANZSOM General Council / Branch Council.

The minutes of the meeting shall indicate that the General Council / Branch Council member disclosed the interest or involvement in the matter being considered by the General Council / Branch Council, excused herself/himself from the discussion, and abstained from voting on the matter.

Evaluation and review:

This policy as with all policy documents will be reviewed on a regular basis and/or as required or recommended by General Council.

Breaches:

Should a General Council / Branch Council member, staff member or contractor be found to be in conflict or interest that has not be disclosed to the General Council / Branch Council as required above, the General Council / Branch Council may:

- require the person to provide full disclosure of the nature of the conflict of interest;
- by special resolution remove said member from the General Council / Branch Council
- Instigate other disciplinary action as appropriate (in the case of a staff member / contractor).

REFERENCES / RELATED DOCUMENTS:

Code of Conduct

Society Rules (Section 64)

DATE OF ADOPTION: May 2015

DATE OF REVIEW: May 2017