



## Conflict of Interest Declaration Form

|                        |                                  |                       |                               |
|------------------------|----------------------------------|-----------------------|-------------------------------|
| Policy number          | Conflict of Interest Declaration | Version               | V3                            |
| Previous Policy Number |                                  | Approved by Board on  | 19 <sup>th</sup> January 2025 |
| Responsible person     | Governance Committee             | Scheduled review date | 19 <sup>th</sup> January 2026 |

### 1. Introduction

A conflict of interest occurs when a person's or entity's vested interests raise a question of whether their actions, judgment, and/or decision-making can be unbiased. A conservative approach to a conflict of interest is to note any involvement that may at any time create a direct or perceived conflict. E.g. current member of another rural women's organization like the CWA or write grants for women's organisations or current member of the liberal party or teach women's empowerment or work for Dept of Ag etc. If in doubt list or ask the Company Secretary for guidance. A declaration of potential conflict does not necessarily mean there is a conflict.

To avoid, as far as is possible, real, potential and/or perceived conflicts of interest I will:

**1.1** Declare in writing, to the appropriate person (as indicated in the policy), any interest that conflicts with my responsibility in my position, role or contract with NRWC, or which is under consideration by NRWC or any relationship that has potential impact, to or on, NRWC.

**1.2.** Act as directed by the President and/or Company Secretary in resolving any conflict of interest, which may include being excluded from being a director and/or contractor or volunteer, receiving papers and documents in all forms, taking part in discussions, decision making and voting on matters where there is deemed to be actual, potential or perceived conflict of interest.



|   |  |
|---|--|
| Full Name   |  |
| Position Held<br>(Board, Contractor,<br>Volunteer, Stakeholder) |  |
| Organisation/Business Name                                      |  |
| Provide Details of Conflict of Interest                         |  |
| Signature   |  |
| Date  |  |

NRWC President or Company Secretary to Complete

The conflict of interest has been identified to be:

Conflict Name:

| Conflict Identified as         | Y/N | Action required by person | Action required by NRWC | Any Notes |
|--------------------------------|-----|---------------------------|-------------------------|-----------|
| Actual Conflict of Interest    |     |                           |                         |           |
| Perceived Conflict of Interest |     |                           |                         |           |
| Potential Conflict of Interest |     |                           |                         |           |
| Pecuniary Interest             |     |                           |                         |           |
| Non-Pecuniary Interest         |     |                           |                         |           |



Conflict Name:

| Conflict Identified as         | Y/N | Action required by person | Action required by NRWC | Any Notes |
|--------------------------------|-----|---------------------------|-------------------------|-----------|
| Actual Conflict of Interest    |     |                           |                         |           |
| Perceived Conflict of Interest |     |                           |                         |           |
| Potential Conflict of Interest |     |                           |                         |           |
| Pecuniary Interest             |     |                           |                         |           |
| Non-Pecuniary Interest         |     |                           |                         |           |

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|--------------------------------|-----|---------------------------|-------------------------|-----------|
| Actual Conflict of Interest    |     |                           |                         |           |
| Perceived Conflict of Interest |     |                           |                         |           |
| Potential Conflict of Interest |     |                           |                         |           |
| Pecuniary Interest             |     |                           |                         |           |
| Non-Pecuniary Interest         |     |                           |                         |           |

**Authorisation**

Signature of Board Secretary:

Date of approval by the Board: 19<sup>th</sup> January 2025

National Rural Women's Coalition Ltd

