Flowchart - Navigating and Resolving Conflict of Interest Issues



WHY disclose?

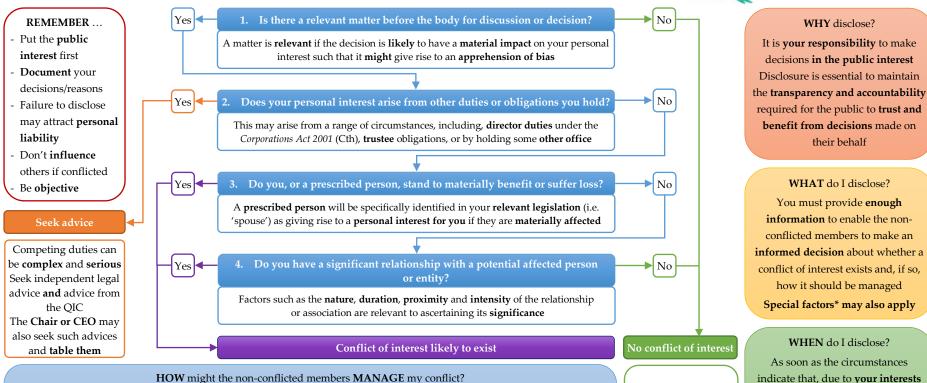
their behalf

WHAT do I disclose?

You must provide enough

information to enable the non-

conflicted members to make an



HOW might the non-conflicted members MANAGE my conflict?

Where **discretion** is permitted, non-conflicted members may wish to consider whether the **involvement or exclusion** of the member from the discussion and/or decision is likely to lead to a decision that is contrary to the public interest

In making this decision, non-conflicted members may wish to consider factors such as; whether more information is required, whether inclusion or exclusion could impact public trust, the extent of the conflicted member's knowledge and experience, the local context of the conflict and decision, or how the board has decided similar matters in the past

how it should be managed Special factors* may also apply

WHEN do I disclose?

Remain vigilant and,

if in doubt, you can

seek advice on your

circumstances by

contacting the QIC

As soon as the circumstances indicate that, due to your interests or duties, a fair-minded member of the community might perceive that you might be unable to bring an impartial mind to a decision

If in doubt, disclose

*SPECIAL FACTORS FOR DISCLOSURE

In some circumstances you may need to disclose more information and/or have a positive duty to act. This can include circumstances when the potential outcomes are grave, inadequate disclosure might lead non-conflicted members into error, you have dual or competing obligations, or to satisfy a statutory obligation

You should be prepared to disclose additional information in situations where you have an interest in an entity in financial difficulty, a decision could result in the public suffering a loss, you put forward the proposal and are driving the transaction, or you are in a position of power such as the Chair

If acting in a dual capacity, you may have further obligations where the matter is new or unfamiliar, you have expertise, your conduct may be a concern, or you stand to benefit personally