



Conflicts of Interest Policy

1. Objective of this policy

The objective of this policy is to protect the integrity of the Middlesex County RFU Ltd's ('the County') decision-making process, to enable our stakeholders to have confidence in the County's integrity, and to protect the integrity and reputation of its Officers, members of the Middlesex Management Board, its volunteers and staff.

2. Scope

The Policy relates to all Officers, Middlesex Management Board members, Committee members, County employees and volunteers carrying out activities for the County.

3. Audience

All members of the Middlesex Management Board, and the County's employees and volunteers.

4. Policy statement

All staff, volunteers, and Middlesex Management Board Members will strive to avoid any conflict of interest between the interests of the County 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.

Examples of conflicts of interest include:

- A County Officer, volunteer or employee who is also on the committee of another organisation that is competing for funding or similar with or from the County
- A County Officer, volunteer or employee who is involved in making a decision for the County on an issue related to a Member Club of the County of which he is a member
- A County Officer, volunteer or employee who is related to a member of staff and there is decision to be taken on staff pay and/or conditions
- A County Officer, volunteer or employee who has shares in a business that may be awarded a contract to do work or provide services for the County.

In the course of meetings or activities, County Officers, volunteers or employees will disclose any interests in a transaction or decision where there may be a conflict between the County's best interests and the County Officers, volunteers or employees best interests; or a conflict



between the best interests of the County and an entity that the County Officers, volunteers or employees is involved with.

All such actual or potential conflicts of interest should be disclosed to the Secretary, and where the Secretary is conflicted then the matter should be referred to the Chair. Where the Chair is conflicted, then matter should be referred to another appropriate member of the Middlesex Management Board.

Any such disclosure and the subsequent actions taken will need to be recorded as a minute or recorded appropriately.

This policy is meant to supplement good judgment, and County Officers, volunteers or employees should respect its spirit as well as its wording.

5. Conflicts of Interest Register

A Conflicts of Interest Register will be maintained by the Secretary and published on the Middlesex County RFU website.

6. Owner of this Policy

This policy is owned by the Secretary and approved by the Middlesex Management Board. This policy will be reviewed and updated annually.

7. Document Approval History

Date	Version	Document Approver	Comment
7 July 2020	Version 1	Middlesex Management Board	To be updated in August to September 2021.

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