

Rotary Club of Hawthorn ("Club") Conflicts of Interest Policy

Purpose

This Policy is designed to ensure that the Board has a clear, open and transparent procedure in place in its decision making procedures.

To whom does the Policy apply

The Policy applies to a member who is a Director, a member who attends Board Meetings as an observer and any member who is entitled to exercise a vote on a resolution at Board Meetings (the Member).

Application of Policy

- 1 The Policy applies to any matter that comes to the Board for determination (the matter) where the member or a member's immediate family may benefit from or is in any way involved or associated with the matter (the interest).
- 2 If a member has an interest
 - a. the member must declare the interest to the Secretary prior to the meeting or if a matter arises in the course of the meeting then at that time
 - b. the member may present a submission to the Board about the matter and respond to any questions raised
 - c. the member must not be present whilst the matter is being considered by the Board
 - d. the member must not vote on the matter.
- 3 By unanimous resolution, the Board may vary the procedure in Section 2 as it considers appropriate.
- 4 "immediate family" means the member's spouse, parents, grand-parents, children, step-children, grandchildren, step-grandchildren, siblings, and the spouses of each or any legal entity in which any of these persons has an interest.
- 5 This Policy was adopted by the Board on the ... day of 2014.

.....

Secretary