

By-law 12

12. CONFLICT OF INTEREST

- (1) If a member holding office within the Institute at any level is involved with any business of a personal nature which could represent a conflict of interest with his or her role within the Institute, that business must be declared to the Council.
- (2) The Council shall establish administrative procedures for maintaining a Register of Interests, in which all conflicts of interest declared by members are registered.
- (3) Where a conflict of interest is declared and/or registered, the members shall not vote in relation to any decisions in that matter. Only with the unanimous agreement of all other members present may the member concerned participate in any Council or Committee discussion on that matter.
- (4) If the Chairperson is aware of a real or potential conflict of interest involving a member of the Council or a Committee, the Chairperson must act to ensure that the conflict is managed in a manner consistent with this By-law.