



CONFLICT OF INTEREST POLICY		Document #	Level: Tier 1
Effective Date: 30 August 2018	Revision # V4	Prepared By: GRC Manager	Date Prepared: 30 January 2018
Compliance: Australian Charities and Not-For-Profits Commission Act 2012 (Cth) Corporations Act 2001 (Cth)		Reviewed By: PR&CM Committee	Date Reviewed: 6 August 2018

Purpose

The Archdiocese of Hobart ('Archdiocese') is a multi-faceted organisation exercising the Mission of the Catholic Church in Tasmania. Because of the size and diversity of the organisation, the Archdiocese is required to undertake a wide range of pecuniary and non-pecuniary functions. Accordingly, it enters into formal and informal arrangements.

This policy seeks to ensure probity arrangements are upheld to the highest standard in relation to the arrangements referred above and to all matters involving Church personnel, funding agencies and other stakeholders.

Scope of Application

This policy applies to the Archdiocese and its agencies including: Archbishop's Office, Parishes, Church Office, CatholicCare Tasmania, Centacare Evolve Housing, Catholic Education Tasmania and the Catholic Development Fund.

This policy may also be used to apply to bodies or committees associated with any of the above agencies, established to progress initiatives under the auspices of the Archdiocese.

Policy

All workers who are involved in, or with the Archdiocese, are expected to act in good faith in any undertaking in which they engage on behalf of the organisation. It is essential that the integrity, good standing and reputation of the Archdiocese is not compromised by a conflict of interest, whether actual, perceived or potential.

In an organisation the size and complexity of the Archdiocese, a conflict of interest is not necessarily inappropriate or prohibited. It only presents a problem if such conflicts are not effectively managed.

All workers and agencies are required to ensure there is adequate identification, disclosure and appropriate treatment of conflicts of interest in order to:

- Conduct decision making in an ethical manner
- Foster a culture of honesty, integrity, trustworthiness and transparency
- Minimise any adverse consequences, including financial and reputation
- Minimise adverse action to workers from unresolved conflicts.

All workers and agencies are responsible for:

- Establishing a system for identifying, disclosing and managing conflicts of interest
- Communicating compliance obligations
- Maintaining records such as a 'Registers of Interests'.

Definitions

Conflict of interest: exists where there is a divergence between the individual interests of a person and their duties and obligations to the Archdiocese of Hobart (including clients and other service providers), such that an independent observer might reasonably question whether the professional actions or decisions of that person are influenced by their own interests. A conflict can be pecuniary (financial gain/loss) or non-pecuniary (based on friendship/concord or on hostility/antagonism).

A conflict of interest can be actual, perceived or potential:

- Actual: involves a direct conflict between current duties and responsibilities and existing private/personal/ and or related interests
- Perceived: conflict exists where it could be perceived, or appears that private/personal interests could be improperly influence the performance of duties – whether or not this is in fact the case
- Potential: arises where private interests could conflict with official duties in certain circumstances.

Worker: anyone who is acting in support of the Mission of the Archdiocese and includes, employees, contractors and volunteers.

Related Documents

AoH Board Code of Conduct Policy
Financial Management Policy
Workplace Behaviour Policy

Changes to this policy

The Archdiocese will review this policy from time to time and updates are available on the website.

Policy approved by:

Most Rev Julian Porteous, Archbishop of Hobart,
11 August 2018