



Northern Ireland Karate Board

(<http://www.nikg.org>)

Conflict of Interest Policy



CONFLICT OF INTEREST

Introduction

The Northern Ireland Karate Board (NIKB) is the Governing Body for the sport of Karate in Northern Ireland. The NIKB is recognised by Sport Northern Ireland (Sport NI) who is the leading public body for the development of sport in Northern Ireland and works closely in partnership with the Department of Culture, Arts and Leisure (DCAL).

The NIKB is also a member in their own right of the following representative bodies for the sport of karate

- British Karate Federation (BKF)
- European Karate Federation (EKF)
- World Karate Federation (EKF)

Through our membership and association with these bodies we, our Official's and athletes, are recognised by the International Olympic Committee (IOC) to be members of the World governing body.

As such it is the responsibility of each member of the NIKB, either elected or otherwise to protect the name of the NIKB and the sport of karate as a whole.

Conflict of Interest Policy Defined

All staff, volunteers, and management committee members of the NIKB will strive to avoid any conflict of interest between the interests of the NIKB 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.

The purpose of this policy is to protect the integrity of the NIKB's decision-making process, to enable our stakeholders to have confidence in our integrity, and to protect the integrity and reputation of volunteers, staff and committee members. Typical Examples of Conflicts of interest include:

1. A committee member who is also a user who must decide whether fees form users should be increased.
2. A committee member who is related to a member of staff and there is decision to be taken on staff pay and/or conditions.
3. A committee member who is also on the committee of another organisation that is competing for the same funding.
4. A committee member who has shares in a business that may be awarded a contract to do work or provide services for the organisation.

Upon appointment each committee member will make a full, written disclosure of interests, such as relationships, and posts held, that could potentially result in a conflict of interest. This written disclosure will be kept on file by the secretary and it will be updated as appropriate.

In the course of meetings or activities, committee members will disclose any interests in a transaction or decision where there may be a conflict between the organisations best interests and the committee members best interests or a conflict between the best interests of two organisations that the committee members is involved with.

***Option 1:** After disclosure, I understand that I may be asked to leave the room for the discussion and may not be able to take part in the decision depending on the judgement of the other committee members present at the time.

***Option 2:** After disclosure, I understand that I will be asked to leave the room for the discussion and will not be able to take part in the decision.

Any such disclosure and the subsequent actions taken will be noted in the minutes.

This policy is meant to supplement good judgment, and staff, volunteers and management committee members should respect its spirit as well as its wording.

Note: Our thanks The Sport & Recreation Alliance for providing the template for this document.