

NSW - CENTRAL WEST MUSLIMS ASSOCIATION INCORPORATED

Conflict of Interest Policy

The NSW Central West Muslims Association Incorporated (NSWCWMA) is committed to ensure that all members, volunteers, and employees of the organization act in the best interests of the association and its community. This policy outlines the procedures for identifying, disclosing, and managing conflicts of interest that may arise in the course of its activities.

Definitions

For the purposes of this policy:

"Conflict of Interest" refers to any situation in which an individual's personal interests or relationships could potentially influence their ability to make impartial decisions in the best interests of NSWCWMA.

"Related Party" includes any individual who has a close personal or financial relationship with NSWCWMA, such as a family member, business partner, or close friend.

Disclosure of Conflicts of Interest

All members, volunteers, and employees of NSWCWMA are required to disclose any potential conflicts of interest to the organization's President. This includes any relationships or financial interests that could reasonably be perceived as influencing their decision-making.

Procedures for Managing Conflicts of Interest

Upon receiving a disclosure of a conflict of interest, the President will assess the situation and determine the appropriate course of action. This may include:

- Excusing the individual from participating in discussions or decisions related to the conflict of interest.

- Appointing an independent committee to review and make decisions on matters involving the conflict of interest.
- Implementing any other measures deemed necessary to ensure that decisions are made impartially and in the best interests of NSWCWMA.

Record-Keeping

NSWCWMA will maintain a record of all disclosures of conflicts of interest and the actions taken to manage them. These records will be kept confidential and will only be accessible to the President and any other individuals authorized by the organization's leadership.

Review and Revision

This Conflict-of-Interest Policy will be reviewed annually by NSWCWMA's management to ensure that it remains up-to-date and effective. Any necessary revisions will be made in accordance with the organization's governance procedures.

Compliance

All members, volunteers, and employees of NSWCWMA are expected to comply with this Conflict-of-Interest Policy. Failure to do so may result in disciplinary action, up to and including termination of membership or employment.

Legal Compliance and Regulatory Framework

NSWCWMA acknowledges its obligations under the Corporations Act 2001 (Cth) and the Australian Charities and Not-for-profits Commission (ACNC) Governance Standards. These laws and regulations provide the legal framework for the governance and operations, including the management of conflicts of interest. The organization will ensure that its Conflict-of-Interest Policy is in compliance with these laws and regulations and will seek legal advice when necessary to ensure ongoing compliance.

In addition to these legal requirements, NSWCWMA will remain aware of and comply with all relevant laws and regulations to ensure that its conflict-of-interest policies are effective and

legally compliant. By adhering to this Conflict-of-Interest Policy, NSWCWMA is committed to upholding the highest standards of integrity and ensuring that its decisions are made in the best interests of its community.