



## Irish Pipe Band Association Conflict of Interest & Loyalty Policy

### **Title:**

Irish Pipe Band Association - Conflict of Interest & Loyalty Policy

### **To whom the Policy Applies:**

This policy applies to the Trustees, members of the National Executive Council, National Advisory Committee and all Adjudicators of the Irish Pipe Band Association.

### **Why we have a policy:**

Trustees, members of the National Executive Council, National Advisory Committee and all Adjudicators of the Irish Pipe Band Association have an obligation to act in the best interests of the Irish Pipe Band Association and in accordance with the Irish Pipe Band Association governing documents.

Conflicts of interests may arise where an individual's personal or family interests and/or loyalties conflict with those of the Irish Pipe Band Association.

The aim of this policy is to protect both the organisation and the individuals involved from any appearance of impropriety.

### **Declaration of Interests:**

We ask the Trustees, members of the National Executive Council, National Advisory Committee and all Adjudicators of the Irish Pipe Band Association to declare their interests, and any gifts or hospitality received in connection with their role in or representing the Irish Pipe Band Association.

To be effective, the declaration of interests needs to be updated annually, and also when any changes occur.

(An IPBA Declaration of Interests Form will be provided for this purpose listing the types of interest which should be declared).

Interests will be recorded on the Irish Pipe Band Association's Register of Interests, which will be maintained by the Irish Pipe Band Association's Secretary.

The register will be accessible to the Chairman, Secretary and Registrar of the Irish Pipe Band Association.

### **Data Protection:**

The information provided will be processed in accordance with the Confidentiality Policy and Data Protection Policy of Irish Pipe Band Association and the data protection principles as set out in the Data Protection Act.

Data will be processed only to ensure that the Trustees, members of the National Executive Council, National Advisory Committee and all Adjudicators of the Irish Pipe Band Association act in the best interests of Irish Pipe Band Association  
The information provided will not be used for any other purpose.

**Administration:**

**Management:** Decisions taken where a Trustee, member of the National Executive Council or National Advisory Committee has an interest In the event of the Executive/Committee having to decide upon a question in which a trustee or member of staff has an interest, all decisions will be made by vote, with a simple majority required.

A quorum must be present for the discussion and decision; interested parties will not be counted when deciding whether the meeting is quorate.

Interested members may not vote on matters affecting their own interests.

**Adjudication:** Adjudicators of the Irish Pipe Band Association may not adjudicate a direct family member at contest and must declare where conflicts of interest may arise.

**Financial:** No direct family members may be co signatories on a cheque of the Irish Pipe Band Association.

All decisions under a conflict of interest will be recorded by the Irish Pipe Band Association Secretary and reported in the minutes of the meeting.

Declaration of Interest & Loyalty Form attached.



Declaration of Interest & Loyalty Form

Name (print)	
Address	
Phone	
e mail	
Period Covered	
Loyalty Conflicts	
Declaration of gifts or hospitality received in connection with my role in or representing the Irish Pipe Band Association.	
<i>Declaration</i>	
I, the above noted, hereby declare and confirm that the above declared is true and accurate	
Signature	

*Declaration of Interest Form to be completed annually by the Trustees, members of the National Executive Council and National Advisory Committee of the Irish Pipe Band Association*