



Conflict of Interest Policy

All staff, sub-contractors, associates and management members of Talented Training Ltd will strive to avoid any conflict of interest between the interests of the organization 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 organisation's decision-making process, sub-contract employees and fulltime employees to enable our stakeholders to have confidence in our integrity, and to protect the integrity and reputation of Talented Training Ltd.

Examples of conflicts of interest include:

1. Any member of staff undertaking duties outside of those designated in their contract of employment without the express permission in writing of the directors, or for any other person, or company, whose business has any direct or indirect link to Talented Training Ltd or its business activities or their direct or perceived competition.
2. Any casual, associate or sub-contract employee who undertakes work for any other organisation, person or company, whose business activities are the same as Talented Training Ltd.
3. Upon appointment, whether full time, part time, associate or on a sub-contract basis, employees should make a full disclosure to Talented Training Ltd, or the relevant line manager, as to what their involvement with any other person, company or organisation is and what their position, duties and responsibilities are.
4. If any employee, whether full time, part time an associate or sub-contracted is part of, or working for any organisation, company or person who is undergoing any investigation for any criminal or civil offence, or any case of malpractice, a full disclosure of the investigation, or their part in it, should be made to the relevant line manager.

The above is not exhaustive and any member of staff who is unsure should consult with their line manager for clarification.

This policy is meant to supplement good judgment and staff, managers, associates and sub-contractors should adhere to its principles wherever possible.

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