

Fry Brothers Charity Conflict of Interest Policy

1. **Purpose:** The Fry Brothers Charity is committed to acting honestly and fairly. Everyone involved must avoid situations where personal interests could conflict with the Charity's interests. This helps us stay transparent and maintain trust.
2. **Who this applies to:**
 - Trustees
 - Staff
 - Volunteers
 - Anyone making decisions on behalf of the Charity
3. **What is a conflict of interest?** A conflict of interest happens when your personal interests (financial, family, friendships, or other roles) could influence, or appear to influence, your decisions for the Charity.

Examples: - A trustee hires a company they own for Charity work. - You make a decision about a grant to a relative. - Accepting gifts or hospitality that could affect your judgment.

4. What to do if you have a conflict

- i. Tell someone – Trustees: inform the Chair; Secretary/Volunteers: inform your line manager.
- ii. Record it – Fill in a simple Declaration of Interest Form.
- iii. Step back – Do not take part in discussions or decisions where there's a conflict.

All conflicts are recorded in the Conflict-of-Interest Register.

5. Gifts and hospitality

- i. Small, reasonable gifts can be accepted but must be declared.
- ii. Anything significant should be politely declined or discussed with the Chair/line manager.

6. Keeping it up-to-date

- i. Declare conflicts when you start and whenever your circumstances change.
- ii. Review annually.

Approved 19th January 2026