

# Conflict of Interest Policy

## AustMS WIMSIG Travel Awards Selection Committee

A conflict of interest may exist when the interest (financial or other) or concerns of any member of the AustMS WIMSIG Travel Awards Selection Committee, or the member's immediate family, or any group or organization to which the member has an allegiance or duty, may be seen as competing or conflicting with the interests or concerns of the Selection Committee.

When any such potential conflict of interest is relevant to a matter requiring participation by the member in any action by the Selection Committee, the interested party shall call it to the attention of the Selection Committee and such person shall not vote on the matter. Moreover, the person having a conflict shall retire from the room in which the committee is meeting (or from a conference call) and shall not participate in the final deliberation or decision regarding the matter under consideration.

The foregoing requirements shall not be construed as preventing the member from briefly stating their position in the matter, nor from answering pertinent questions of other members, as their knowledge may be of great assistance.

The minutes of the meeting of the Selection Committee shall reflect when the conflict of interest was disclosed and when the interested person did not vote. When there is a doubt as to whether a conflict of interest exists, and/or whether a member should refrain from voting, the matter shall be resolved by a vote of the committee, excluding the person concerning whose situation the doubt has arisen.