

Conflict of Interest Policy

Staff at the University of Central Lancashire Centre for Mediation are expected to commit themselves to ethical and professional conduct. They must pursue excellence at all levels in an effective, efficient, transparent and accountable way by promoting and upholding the Centre's highest standards, ethical benchmarks and core values. This accountability supersedes any conflicting loyalty, financial interests, personal or business interests. Nevertheless, it is acknowledged that in some situations conflict of interest may arise in the course of carrying out their duties; accordingly, the conflict of interest policy below has been designed to address any such potential conflicts of interest.

What is a Conflict of Interest?

This is where an individual or organisation in a position of trust, can be prejudiced by a direct or indirect competing personal or professional interest.

Where such an individual or organisation is seen to be in situations that may question their independence, or a potential conflict of interests has arisen, such an individual or organisation must disclose those circumstances to all relevant parties before acting or continuing to act.

Circumstances in which conflict of interest may arise?

- Where a member of staff or the Centre has any personal or business relationship with one or more of the Centres service users;
- Where a member of staff or the Centre has a financial or other interest, direct or indirect, that may affect the services provided to service users;
- Where a member of staff or the Centre has previously acted in any capacity other than the services they provide for one or more of its service users.

In any of the above scenarios, it is necessary to ensure that potential conflict of interest is reduced or eliminated.

- This can be done by **full disclosure** to all relevant parties as soon as reasonably practicable.
- Where the disclosure raises concerns on the integrity, independence and impartiality of the staff, an alternative arrangement (i.e. limiting roles, transfer of responsibility or full replacement) would be made.
- Where it is certain that the staff will be able to carry out their duty independently, ensure complete impartiality and have obtained explicit consent from all of the affected persons, the staff may proceed in their role.

The 'Duty to Disclose' is a continuing obligation, whether before, during or after any event.

For further information or issues relating to conflict of interest, please contact the Centre's Lead, Dr Monalisa Odibo Modibo@uclan.ac.uk; Centreformediation@uclan.ac.uk