

# European Institute for Conflict Resolution (EICR)

## Conflict of Interest Policy

### 1. Introduction

The European Institute for Conflict Resolution (EICR) is committed to ensuring that all individuals undertaking a course, programme of learning, or training do so **confidentially, honestly, fairly, and with integrity and objectivity**.

This policy applies to all:

- Tutors
  - Trainers
  - Assessors
  - Any other personnel associated with EICR in delivering its programmes
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### 2. Definition of Conflict of Interest

A **conflict of interest** is a situation in which an individual has a direct or indirect professional or personal interest in an outcome that may:

- Provide an unfair advantage to themselves or others;
  - Disadvantage others;
  - Adversely affect the integrity of the training, programme, or organisation.
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### 3. Policy Requirements

The possibility of a conflict or potential conflict must be declared by any stakeholder, whether an entity or an individual.

#### a. Trainer/Assessor Disclosure

- If a conflict of interest becomes apparent to a trainer/assessor during a training session involving them and a delegate, they must disclose the conflict immediately.
- If all relevant parties agree, the trainer/assessor may continue in their role.

#### b. Withdrawal

- If the disclosure reasonably calls into question the trainer's/assessor's independence or integrity, or the integrity of the course, they must withdraw and cease acting in that role.

### c. Delegate Participation

- If both parties consent, the course delegate may continue participation.
  - Trainers/assessors or administrative staff involved must:
    - Clearly define their role and separate it from other functions as far as possible;
    - Recognise and report any potential or existing conflict.
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## 4. Implementation of Policy

- All declarations and supporting information will be reviewed to determine whether the person has an **actual, potential, or apparent conflict of interest**.
- Once a report is reviewed:
  - The outcomes will be recorded and filed securely;
  - The reporting individual will be advised of the outcome, subject to confidentiality requirements.