



Christ's Heart for the World's Poor

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ABN 82 933 597 596

MWA Policy Document

Conflict of Interest

1. Commitment to serving others.

MWA's seeks the involvement of people who believe they are part of working in a role of servant ministry (refer the Statement of beliefs in the MWA constitution). In this role it is not appropriate for MWA decision makers to be in a position where they or their related individuals or organisations might gain a financial or reputational advantage at the expense of the organisation or those the organisation is serving. Board members, staff, contractors and volunteers will make clear to recipients of humanitarian aid and development assistance that all time and materials is freely given.

2. Requirement for transparency and honesty

It is a requirement that any real or perceived conflict of interest is fully disclosed by decision makers in MWA. In addition, the giving and receiving of material gifts will always be acknowledged and documented.

3. Process for dealing with conflicts of interest.

Where a conflict of interest occurs involving a board member, office-holder or employee of MWA or volunteer staff, the following procedures should be adopted.

1. Gifts offered to MWA associates of any more than token value will be documented for regular review by the Board and at the discretion of the recipient either:
 - a. be donated to MWA for redistribution.
 - b. be kindly refused with encouragement to use the item for helping others.
2. It is not appropriate for any cash or valuable material gifts to be accepted from people MWA is serving.
3. Gifts given by MWA – other than those for humanitarian aid and development assistance – will be of token value only.
4. Where goods or services are provided for remuneration by a board member, an office-bearer or employee, or volunteer staff, a proper purchasing process should be established which includes obtaining at least one competitive quotation.
5. Members of the governing body should absent themselves from proceedings at meetings where decisions are taken that may benefit themselves or any member of their family (*including family companies*).
6. A person should not accept the office of auditor, solicitor etc. where he or she serves on the governing body of the organisation or is directly related to a member of the governing body or an office-bearer of MWA.



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7. Where an auditor acts on behalf of two clients (one of which is MWA) involved in a common transaction of a significant nature (eg. Sale of land or buildings from one client to the other) the auditor should:
- Provide frank and full disclosure of that conflict to both clients
 - Disclose that conflict in the audit report of MWA

Should there be a conflict of interest a full and frank disclosure of the conflict is required to be reported and appropriate measures adopted to overcome the conflict, including not voting on matters concerning auditing appointment and fees.

Approved: 29 November 2014