

# Conflict of Interest

**Conflict of interest arises whenever the personal, professional or business interests of an employee are potentially at odds with the best interests of the business.**

**You need to be aware of the potential for a conflict of interest to arise and should always act in good faith, with the best interests of the business in mind.**

**If you are in doubt if a conflict exists, you should raise the matter with your manager.**

**Failure to declare a potential, actual or perceived conflict of interest or to take remedial action agreed with us in a timely manner may result in disciplinary action up to and including termination of employment.**