

OCI Foundation International

Sponsors of the: (i) Cyfed Undergraduate Scholarships (ii) CBH Scholarships (iii) IFOMSSA Junior Awards (iv) IFOMSSA Senior Awards and (v) Annual JAMB Awards (vi) ArOF Health Campaign (vii) LAMS Initiative (viii) The Gynocular Project



Conflict of Interest Policy (March 2025)

A. Introduction

This Conflict-of-Interest Policy protects the interests of the OCI Foundation when entering into transactions or arrangements that might benefit the board of directors or other members of the organisation. This policy document does not replace other applicable government laws on conflicts of interest as they relate to not-for-profit organisations. It supplements them.

B. Definitions

Conflict of Interest: This arises when a person participating in decision-making, gains or is perceived as gaining an advantage (or avoiding a disadvantage) for themselves or for another organisation or person in which they have an interest, due to access to privileged information or from the outcome of the decision it comes about when personal interests or relationships may affect professional duties and potentially cause bias in decision-making, and is common in situations where people are in positions to derive personal benefits from actions or decisions made in official capacities.

Evaluation Process for Determining a conflict of interest: After disclosure of the financial interest and all facts, and after any discussion with the interested person, that person shall leave the Board meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board members shall decide if a conflict of interest exists.

Financial Interest A person has a financial interest if the person has, directly or indirectly, through business, investment, or family.

C. Policy Commitments

1. All responsible people, staff and volunteers of the OCI Foundation will disclose to the Board any conflict of interest or affiliation (including a Financial Interest) with an actual or potential supplier of goods and services, recipient of grant funds, or organisation with competing or conflicting objectives to those of the OCI Foundation. All conflicts, be they perceived, potential and actual, need to be disclosed.
2. The OCI Foundation will maintain a procedure for dealing with conflict-of-interest issues involving staff, volunteers or the Board of Directors.

3. The OCI Foundation has an open communications policy that allows for the disclosure of general information and conflict-related information. The Management will lead by example to build public trust in the organisation.
4. The OCI Foundation will not tolerate a compromise of its reputation through conflicts of interest involving staff, volunteers or board members.
5. The OCI Foundation will maintain procedures that ensure appropriate tendering and adherence to decision-making practices.
6. Concerned Board and staff members will exclude themselves from discussions where there is a conflict of interest relating to them and abstain from voting in such circumstances. Large or otherwise inappropriate gifts to members of the OCI Foundation Board or staff for personal use shall be forbidden.
7. The OCI Foundation will maintain a register of conflicts of interest as part of its normal record-keeping. This register will document all disclosed perceived, potential or actual conflicts of interest for any transaction.
8. OCI Foundation staff, volunteers, or Board members must not improperly use information acquired through their position within the organisation. They must not use their positions to gain advantage for themselves or cause detriment to the organisation.
9. The OCI Foundation commits to its Policy Document on Procedures for preventing, managing, and remedying conflicts of interest and their potential impacts. This includes a commitment to open and fair procurement of goods and services.
10. In furtherance of the above, no person or company will be discriminated against because of their relationship with the OCI Foundation.

D. Review of Policy Document

This policy is subject to review in March 2028, three years after its implementation. Our appraisal tool will be used as part of that review. However, it can be sooner if legislation or other events warrant it.

E. Feedback

If you have any feedback on the OCI Foundation on this document, please get in touch with us immediately via the link [HERE](#).

This document was developed courtesy of a similar document from CLAN.