



Unitec's **At a Glance** series summarises the critical elements of Unitec's policy and procedures. Click on the links for further information.

Policy and Procedures at a Glance

Interests

Objective

The Interests Policy and its associated procedures seek to ensure that all decisions by Officers and employees of Unitec are made in a way that they avoid actual, potential or perceived conflicts of interest.

Critical Information

- Unitec Council approved **policy**
- An Interest is
 - Actual, where a person may gain an advantage or benefit or avoid a loss
 - Perceived Interest where a person may think there is a conflict of interest
- Interests are ;
 - Private Interests where a person gains a financial personal or nepotistic relationship that could appear as a conflict
 - Pecuniary or non-pecuniary interest, - financial gain , non-pecuniary , where money not involved but employees may favour or prejudice because of friendship or animosity
 - Conflicting duties where Unitec role may conflict with a private role or business partner , family or business associate
- Annually or project based, staff, Council, Council Committee Members and those involved with procurement decision-making on behalf of Unitec:
 - **Declare all interests**
 - Declare gifts and/or hospitality that they give or receive
 - Not accept gifts or hospitality that could be seen to be an inducement or put them under an obligation.