

COMPASSION BRIDGE INITIATIVE UGANDA (CBIU)

CONFLICT OF INTEREST POLICY

Approved By: Board of Directors

Effective Date: 28 June 2026

Review Date: 28 June 2029

Version: 1.0

Restoring Dignity. Building Futures.

1. POLICY STATEMENT

Compassion Bridge Initiative Uganda (CBIU) is committed to maintaining the highest standards of integrity, transparency, accountability, and ethical conduct in all its activities.

The purpose of this Policy is to protect the interests of the Organization whenever a Board Member, staff member, volunteer, consultant, contractor, or representative has a personal, professional, financial, family, or other interest that could influence or appear to influence their decisions or actions on behalf of the Organization.

All persons acting on behalf of CBIU are expected to place the interests of the Organization above personal interests.

2. PURPOSE OF THE POLICY

- a) Promote transparency and accountability.
- b) Protect the reputation and credibility of the Organization.
- c) Prevent actual, perceived, and potential conflicts of interest.
- d) Promote fair and objective decision-making.
- e) Strengthen donor, partner, and community confidence.
- f) Ensure compliance with applicable laws and ethical standards.

3. SCOPE

This Policy applies to Board Members, Officers, Staff, Volunteers, Consultants, Contractors, Interns, Advisors, Committee Members and any person acting on behalf of CBIU.

4. DEFINITIONS

Conflict of Interest: A conflict of interest exists when an individual's personal interests interfere with, influence or appear to influence their ability to act in the best interests of the Organization.

Actual Conflict: A situation where personal interests directly affect decision-making.

Potential Conflict: A situation that may develop into a conflict in the future.

Perceived Conflict: A situation where others may reasonably believe that a conflict exists even if no actual conflict is present.

5. EXAMPLES OF CONFLICTS OF INTEREST

Awarding contracts to oneself; awarding contracts to family members without disclosure; influencing recruitment involving relatives; using organizational assets or confidential information for personal gain; accepting gifts that influence decisions; participating in decisions involving one's own financial interests; using organizational opportunities for personal business advantage.

6. DISCLOSURE REQUIREMENTS

All representatives shall disclose actual, potential or perceived conflicts upon appointment, annually, whenever they arise and before participating in related decisions.

7. MANAGEMENT OF CONFLICTS

Persons with a conflict shall not participate in discussions, voting or influencing the decision. Conflicts and actions taken shall be recorded.

8. GIFTS, BENEFITS AND HOSPITALITY

Only modest gifts of nominal value may be accepted. Cash gifts, expensive gifts or undisclosed benefits intended to influence decisions are prohibited.

9. PROCUREMENT AND CONTRACTING

Procurement shall be conducted fairly and transparently. Related-party transactions shall be disclosed and subject to Board oversight.

10. EMPLOYMENT AND RECRUITMENT

Recruitment shall be merit-based. Family relationships shall be disclosed. No person shall participate in hiring immediate family members.

11. USE OF ORGANIZATIONAL RESOURCES

Organizational resources shall not be used for personal benefit except where expressly authorized.

12. CONFIDENTIAL INFORMATION

Confidential information shall not be used for personal gain, business advantage, political purposes or unauthorized disclosure.

13. ANNUAL DECLARATION

Board Members shall complete an Annual Conflict of Interest Declaration. Senior staff may also be required to do so.

14. REPORTING VIOLATIONS

Concerns may be reported to the Board Chairperson, Governance Committee, Executive Director or Designated Ethics Officer.

15. INVESTIGATION

The Board shall investigate reported violations fairly and confidentially.

16. SANCTIONS

Violations may result in warning, removal from decision-making, suspension, termination, removal from office or legal action.

17. WHISTLEBLOWER PROTECTION

Individuals reporting concerns in good faith shall be protected from retaliation.

18. POLICY REVIEW

This Policy shall be reviewed every three years or earlier if required.

19. APPROVAL

This Conflict of Interest Policy was approved by the Board of Directors of Compassion Bridge Initiative Uganda (CBIU) on 28 June 2026 and became effective on the same date.

This Policy shall remain in force until amended or replaced by a resolution of the Board of Directors.

DOCUMENT CONTROL

Item	Details
Document Title	Conflict of Interest Policy
Organization	Compassion Bridge Initiative Uganda (CBIU)
Version	1.0
Approved By	Board of Directors
Effective Date	28 June 2026
Review Date	28 June 2029
Review Cycle	Every Three (3) Years
Custodian	Executive Director
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OFFICIAL PUBLICATION

This document is an official governance policy of Compassion Bridge Initiative Uganda (CBIU). It shall be read together with the Constitution and other governance policies approved by the Board of Directors.

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