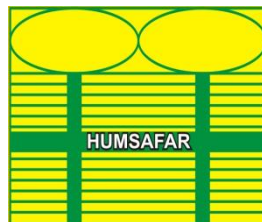


HUMSAFAR
Support Centre for Women

Conflict of Interest Policy of Humsafar

21 May 2016



Registered office
HUMSAFAR SUPPORT CENTRE FOR WOMEN
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(Near Times of India)
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Conflict of Interest Policy of Humsafar

A. Founding Principle

HUMSAFAR staff aspires to the highest level of ethical conduct in all their work for the organisation.

HUMSAFAR realizes that people placed in positions of judgment or power must take extra steps to ensure that their private interests do not compete with their professional duties.

Conflict of Interest arises when a person has competing professional obligations and private interests.

HUMSAFAR is hence adapting a conflict of interest policy to ensure the legal and ethical integrity of its decision-making and to make clear that no organization or individual benefits inappropriately because of a relationship with HUMSAFAR's staff, partners or Board of Trustees.

B. Prohibited Transactions

- a. HUMSAFAR will not do any financial transaction or hire services of any vendor who is related to any staff or board member.
- b. HUMSAFAR staff will not accept any personal gifts/ favors from beneficiaries, partners, volunteers or service providers.
- c. HUMSAFAR staff or Trustees will not be a part of an interviewing panel or of investigating committee if any of their relative is applying for a post or is subject of investigation.

C. Action in case of violation

All staff members have a moral responsibility to report any such conflict Of interests when they feel their ability to take an unbiased decision or to remain unaffected by prejudice will be compromised. Thereby they safeguard HUMSAFARs interest against possible harm.

However, if detected and reported all such activities will be investigated and due disciplinary action will be taken according to office policy approved by the Board of Trustees.

