



**OVERSEAS FELLOWSHIP OF NIGERIAN CHRISTIANS
CONFLICT OF INTEREST DISCLOSURE FORM FOR TRUSTEES, OFFICERS, AND STAFF**

Charity Reg. Number 1126774

Date

Name (please print)

Position

It is the policy of the Overseas Fellowship of Nigerian Christians (OFNC) to address how issues of actual, potential and perceived conflicts of interest involving trustees, officers, and employees of the organisation should be identified, disclosed and managed. This form is designed to identify and disclose known conflicts in an effort to properly manage them.

I have read OFNC's Conflict of Interest policy approved by the National Executive Council (NEC) and understand that as a Trustee/Officer of the organisation it is my obligation to act in a manner which promotes the best interests of the OFNC and to avoid conflicts of interest when making decisions and taking actions on behalf of the organisation.

My answers to this disclosure form are correctly stated to the best of my knowledge and belief. Should a possible conflict of interest arise in my responsibilities to OFNC, I recognise that I have the obligation to notify, based on my position, the appropriate designated individual, and to abstain from any participation in the matter until the National Executive Council can determine whether a conflict exists and how that conflict shall be resolved. If any relevant changes occur in my affiliations, duties, or financial circumstances, I recognise that I have a continuing obligation to file an amended "Conflict of Interest Disclosure Form" with the appropriate designated office.

I understand that the information on this form is solely for use by OFNC and is considered confidential information. Release of this information within the OFNC outside the NEC will be on a need-to-know basis only. Release to external parties will be only when required by law and audit purposes.

Signature

Date



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Please complete the following questions, and submit this form to the National Secretary.

1. Are you or a member of your immediate family an officer, director, trustee, partner (general or limited), employee or regularly retained consultant of any company, firm or organisation that presently has business dealings with OFNC or which might reasonably be expected to have business dealings with OFNC in the coming year? Yes No

If yes, please list the name of the company, firm or organisation, the position held, and the nature of the business which is currently being conducted with OFNC or which may reasonably be expected to be conducted with OFNC in the coming year:

2. Do you or does any member of your immediate family have a financial interest, direct or indirect, in a company, firm or organisation which currently has business dealings with OFNC or which may reasonably be expected to have such business dealings with OFNC in the coming year?

Yes No

If yes, please list the name of the company, firm or organisation, the nature of the interest and the name of the person holding the interest, and the nature of the business which is currently being conducted with the University or which may reasonably be expected to be conducted with OFNC in the coming year:

3. Do you or does any member of your immediate family have a financial or personal interest in an entity in which OFNC has a financial or other vested interest? Yes No

If yes, please provide details below:

...everyone a faithful disciple of Christ...



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4. Have you or an immediate family member accepted gifts, gratuities, lodging, dining, or entertainment that might reasonably appear to influence your judgment or actions concerning the business of OFNC? Yes No

If yes, please provide details below:

5. Do you have any other interest or role in a firm or organisation, where that interest or relationship might reasonably be expected to create an impression or suspicion among the public having knowledge of your acts that you engaged in conduct in violation of your trust as a trustee, officer, faculty or staff member? Yes No

If yes, please provide details below:

(Please add additional pages as needed)

If any material changes to the responses provided on this disclosure form occur, the trustee, officer or employee is required to update the information on this form in writing, and submit the update to the National Secretary as soon as practical.

Form reviewed by:

Remedial Action(s) to be taken:

OFNC will follow-up on all recommended actions through the National Secretary to ensure compliance.

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