

Conflict of Interest Policy

Definition

For the purpose of this policy, a conflict of interest can exist in any situation which could arise to the potential compromise of the quality of the Eyton Solutions limited services, and/or inequal/unfair circumstance, which could lead to damaging the service integrity of Eyton Solutions Ltd, our staff and/or the awarding accredited bodies.

Statement

Although highly unlikely, Eyton Solutions Ltd recognizes that certain situations may arise during the delivery of our service provision (Whether Eyton Solutions Ltd services or awarding body accredited courses) which could create a conflict of interest. Although not every possible situation can be predicted or determined, the most likely situations are detailed below;

- Teaching a subject by Eyton Solutions Ltd employees or freelance trainers where one of the delegates is a family member or a personal friend which could encourage inequal/unfair circumstances which can affect the quality of training given, the integrity of the examination or assessment interpretation.
- Training and awarding courses for internal employees by direct line manager/working colleague which could create inequal/unfair circumstances which can affect the quality of the training given, integrity of the examination or assessment interpretation.

As the nature of Eyton Solutions services is delivered as a third party within its consultancy and fire services, it is not perceived that these services would likely fall into any conflicts of interest at this time.

It is the responsibility of Steve Hembury CMIOSH to ensure that both Eyton Solutions Ltd employees and any freelance trainers are fully aware, acknowledge and understand the requirements of this policy.

Procedure

Where a conflict of interest in the service is suspected or determined, irrespective of company position or freelance trainer, this must be declared to Steve Hembury CMIOSH (Managing Director) before the service starts. Failure to declare any conflict of interest to Steve Hembury could lead to disciplinary action, and where malicious intent is suspected the staff member or freelance trainer being suspended from all client based service delivery pending internal investigation.

Where a service has a conflict of interest determined/declared in any part of its delivery, the staff/freelance trainer will be replaced for a different staff member/freelance trainer.

Where the procedure above cannot be conducted due to logistical or business operational reasons, then it is the responsibility of Steve Hembury to manage the next steps. If the service in question involves an accredited body, then that accredited body must be informed of the conflict of interest at the earliest opportunity prior to the service commencing. The accrediting body will then be in a position to provide additional guidance on the following required steps.

