



Showpiece Design Limited, Tithe Barn Home Farm, Sulham Lane, Pangbourne, Berkshire, RG8 8DT

CONFLICTS OF INTEREST POLICY STATEMENT

Introduction

The company is committed to maintaining the highest standards attainable, and conducts its business in accordance with best practice in corporate governance and with the seven principles as outlined on Standards in Public Life:

- Selflessness;
- Integrity;
- Objectivity;
- Accountability;
- Openness;
- Honesty; and
- Leadership

Everyone associated with the company should conduct themselves with integrity, impartiality and honesty at-all-times and should maintain high standards of propriety and professionalism. They should avoid situations where they, or the company, could be open to suspicion of dishonesty, and not put themselves in a position of conflict between their official duty and private interest.

Definitions

Conflict of interest

A Conflict of Interest is a situation in which an employee has an Interest (defined below) which may compromise that employee's obligations to the company or to any other body with which the company has a relationship. A Conflict of Interest includes perceived and potential as well as actual conflicts of interest.

A perceived conflict of interest is one which a reasonable person would consider likely to compromise objectivity. A potential conflict of interest is a situation which could develop into an actual or perceived conflict of interest.

An interest

An Interest is a financial or non-financial interest to the employee, or to a Connected Person (defined below). A financial interest refers to anything of non-trivial monetary value including but not limited to pay, commission, consultancy fees, equity interest, and forgiveness of debt, property and royalties. A non- financial interest refers to any non-financial benefit or advantage including but not limited to enhancement of an employee or

Connected Person's career, education or professional reputation, access to privileged information or facilities and property or intellectual property rights.

A connected person

A Connected Person is anyone with whom the employee has a relationship which is likely to appear, to a reasonable person, to influence the employee's objectivity including but not limited to the employee's close family, their partner and close personal friends.

Managing conflicts of interest

We encourage openness and honesty in all our employees, so that in being trustworthy managing conflicts of interest proactively don't become so much of a problem.

To lessen conflicts of interest we encourage employees:

- Not to take part in decisions relating to certain matters;
- To refer certain matters to others for decision;
- Resolving not to act as a person's supervisor or line manager;
- Publishing a notice of interest;
- Standing aside from any involvement in any project;
- Declaring an interest to a sponsor or third party.

Signature:

Date:

24th January 2017

Name:

Deanne White

Position:

Director

Version Control

Issue	Description	Change Date	Made By	Approved	Approval date
1.0	Policy Statement			Yes	24/01/2017
PRINTED COPIES WILL BE UNCONTROLLED					