****[Insert Name of Church] Register of Interests****

Current as at: DD/MM/YYYY

This Register of Interests is maintained by [insert name of church] for the purposes of recording and managing potential and actual conflicts of interest. Elders/Board members will be asked [quarterly] or [at each meeting] if there has been any changes to their information. Any changes or conflicts will be noted in meeting minutes and updated on the register.

| Name of Elder/Board Member | List of Declared Interests | Date Declared | Steps taken/to be taken to manage any conflict of interest |
| --- | --- | --- | --- |
| *Jane Smith* | *Works at ABC accountants, who audit the church accounts* | *Employee Feb 2014 – present*  *Declared January 2016 (upon joining Board)* | *Jane is not involved in the audit of the church accounts and does not manage the relationship of the church with ABC accountants*  *Jane abstains from any Board meeting discussions of the contractual relationship with or voting on the use of ABC accountants* |
| *Bill Blogs* | *Owns the cleaning company used by the church* | *Owner August 2008 – present*  *Declared January 2018 (upon joining Board)* | *Bill abstains from any Board meeting discussions of the contractual relationship with or voting on the use of cleaning company* |
| *Jill Green* | *Mother of youth pastor* | *January 2018* | *Jill leaves the room for any discussions regarding wages or employment status of the youth pastor role specifically and is not involved in their performance review.*  *Jill is present for general discussions about staffing roles and structure but does not vote on anything specific to the youth pastor role.* |
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