

## **Conflict of Interest and Confidentiality Policy**

My Name's 5 Doddie Foundation peer review is governed by guidelines and principles which are outlined in this document.

### **1. Code of Practice**

All reviewers must actively adhere to this Conflict of Interest and Confidentiality Policy.

The Foundation's Research Team will endeavour to identify all potential conflicts of interest prior to allocation of applications.

Reviewers must decline a review if they feel they do have a conflict of interest.

### **2. Conflicts of interest**

Personal interests of RRC members must never influence, or be seen to influence, the outcome of a funding decision. My Name's 5 Doddie Foundation considers a conflict of interest exists where an RRC member:

- is from the same institution as any of the applicants and may interact with the applicant(s) in the course of their duties at the institution;
- is collaborating with or planning to collaborate with any of the applicants;
- has been involved in the development of the proposal, at any stage of its preparation;
- has been a student or supervisor of any of the applicants within the last five years;
- is a close personal friend or relative of any of the applicants;
- have had long-standing scientific or personal differences with any applicants;
- has an existing business or professional partnership with any of the applicants;
- would gain or lose from a funding decision or feels they cannot make an objective review of the application for reasons not already outlined here.

### **3. Confidentiality**

Reviewers agree to not disclose any confidential information with any third parties. Confidential information may include (but is not limited to) information provided in research grant applications and progress reports, committee funding recommendations, information provided by peer reviewers, and any discussions about the Foundation's strategy, active portfolio or funding decisions.

Any materials provided by the Foundation (including electronic and paper copies) are done so in confidence and must be appropriately destroyed after the corresponding meeting or when the materials are no longer required. The Foundation should be notified of any possible breach of confidentiality as soon as possible.