# CONFLICT OF INTEREST POLICY NETBAL NEDERLAND

## 1. Purpose and Scope

The purpose of this policy is to protect the integrity, financial interests, and reputation of Netbal Nederland. It ensures that all institutional decisions are made solely in the best interest of the sport and the federation.

This policy applies strictly to:

- All members of the Executive Board.
- All members of committees appointed by the Board or the Bond Council.
- Any staff member, contractor, or volunteer holding executive decision-making power.

## 2. Statutory Foundation and NOC*NSF

### Legal and governance framework

This policy supplements the Statutes, Board Regulations and applicable committee regulations and gives effect to Book 2, Article 44 of the Dutch Civil Code, the Wet bestuur en toezicht rechtspersonen and the NOC*NSF Code Goed Sportbestuur. In the event of inconsistency, mandatory law and the Statutes prevail.

## 3. Definition of a Conflict of Interest

A conflict of interest arises when a covered individual's personal, family, professional, or financial interests compromise, or appear to compromise, their judgment, loyalty, and objectivity to Netbal Nederland.

### 3.1 Examples include, but are not limited to:

- **Financial Interest:** A board member owning or holding a stake in a company bidding for a federation contract (e.g., equipment supply, apparel, or venue rental).
- **Personal & Family Loyalty:** A board member voting on a disciplinary matter, national team selection, or employment contract involving a family member, relative, or close personal friend.
- **Dual Roles:** A board member concurrently holding a senior leadership or commercial position in a member club, regional league, or sponsoring corporation where interests compete.

### 3.2 Examples of Integrity Violations

In compliance with NOC*NSF Strategy for Sport and Integrity, this policy actively prohibits actions linked to:

- **Commercial Impartiality Breaches:** Using a federation role to grant commercial favours, exclusive sponsorship access, or vendor priority to entities with personal or familiar ties.
- **Match-fixing & Betting Frauds:** Possessing any direct or indirect financial interest in betting operations, or exploiting insider federation data to manipulate netball competitions.
- **Abuse of Power & Nepotism:** Exploiting hierarchical sporting roles to influence athlete selections, national coaching placements, or funding distribution for personal advantage.

## 4. Duty to Disclose

### 4.1 Immediate Disclosure

Any individual who realizes they have an actual, potential, or perceived conflict of interest regarding an upcoming agenda item or transaction must disclose it immediately to the Chairperson (or to the General Secretary if the Chairperson is conflicted).

### 4.2 Annual Declaration

At the beginning of each operational year (September 1), every board and committee member must sign a formal disclosure form listing any outside business interests, club affiliations, or personal relationships that could potentially create a conflict during their term.

## 5. Procedures for Handling a Conflict

Once a conflict of interest is disclosed or identified during a meeting, the following strict steps must be executed and recorded:

**[ Step 1: Disclosure ]**
**The conflicted individual states the nature of the conflict.**
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**[ Step 2: Recusal & Exit ]**
**The individual leaves the room / digital call for this agenda item.**
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**[ Step 3: Discussion & Vote ]**
**The remaining board members discuss and vote without the individual.**
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**[ Step 4: Documentation ]**
**The exact details, recusal, and vote outcome are noted in the minutes.**

- **Recusal:** The conflicted individual must physically leave the room (or be placed in a digital waiting room) for the entire duration of the discussion and the vote on that specific topic.
- **Quorum Calculation:** The recused individual does not count toward the quorum for that specific agenda item. The meeting must still maintain a valid quorum of non-conflicted members to pass a decision.
- **Prohibition of Influence:** The conflicted individual must not attempt to exert personal influence, formally or informally, over the discussion or vote inside or outside the meeting room.

**5.1** If, because of one or more conflicts of interest, no valid Board decision can be taken, the matter shall be decided by the Raad van Toezicht/Raad van Commissarissen, if established. In its absence, the matter shall be referred to the General Meeting or to the Ledenraad acting as the General Meeting under the Statutes, unless the Statutes lawfully provide otherwise.

## 6. High-Risk Operational & Institutional Controls

### 6.1 Mandatory “Four-Eyes” Principle

To prevent individual dominance and secure institutional oversight over high-risk financial processes:

- No single board member can independently finalize, approve, or execute an operational contract, banking transaction, or purchasing order exceeding **€1,000**.
- Any financial obligation or corporate agreement matching or exceeding this threshold requires mandatory, verifiable dual-authorization by two non-conflicted board officers.

### 6.2 Procedural Separation of Sports Justice

To avoid structural conflicts where the Board acts as investigator, prosecutor, and judge:

- Reports concerning doping, match manipulation, sexual intimidation or other integrity violations shall be handled in accordance with the federation’s Statutes, its ISR affiliation agreement, the applicable ISR and Dopingautoriteit regulations and any applicable law.
- Such matters must be referred directly to the independent **Stichting Instituut Sportrechtspraak (ISR)** or the national **Dopingautoriteit**.
- The Board may adopt proportionate temporary safety or order measures but shall not influence an independent investigation or disciplinary decision.

### 6.3 The "Cooling-Off" Restriction

To maintain complete organizational independence, a mandatory cooling-off period is enforced for former officers:

- A retired member of the Executive Board cannot serve on the independent Financial Audit Committee (*Kascommissie*) or the Appeals Committee (*Commissie van Beroep*) for a minimum duration of **two (2) full years** following their departure.
- This restriction ensures that former executives do not evaluate, audit, or sit in judgment of operational decisions or financial accounts that they originally drafted, approved, or supervised.

## 7. Record Keeping and Minutes

The General Secretary must explicitly document the conflict within the official minutes of the meeting. The entry must record:

1. The **name** of the individual and the **nature** of the conflict.
2. The fact that the individual **left the meeting** prior to discussion.
3. The **final vote outcome** and any alternatives considered by the non-conflicted board members.

## 8. Violations and Sanctions

### 8.1 Suspected violation

Where there are reasonable grounds to believe that a person covered by this policy has:

a. Failed to disclose a conflict of interest
b. Provided incomplete, misleading or false disclosure information
c. Participated in a matter despite being required to recuse themselves
d. Attempted to influence a matter after recusal
e. Misused confidential information
f. Otherwise breached this policy

The matter shall then be referred to the assigned VCP the Bond Council or Internal Disciplinary Committee.

### 8.2 Fair procedure

Before a finding is made or a sanction is imposed:

a. The person concerned shall receive written notice of the alleged violation and the material basis for it
b. The person shall be given a reasonable opportunity to respond
c. The assessment shall be conducted by persons who are independent of the matter and do not themselves have a conflict of interest

d. Relevant evidence shall be considered fairly
e. The decision and reasons shall be recorded in writing.

The person concerned shall not participate in any discussion or decision concerning the alleged violation or its consequences.

**8.3 Possible consequences**

Depending on the person's role and the seriousness, duration, intention and consequences of the violation, one or more of the following measures may be taken:

a. Advice, instruction or mandatory integrity training
b. A formal written warning
c. Mandatory disclosure or correction of an incomplete declaration
d. Removal from the relevant agenda item, assignment, committee or decision-making process
e. Withdrawal or restriction of delegated authority
f. Reassignment of responsibilities
g. Removal from a committee or other appointed role by the competent appointing body
h. Referral to the body competent to consider suspension or dismissal
i. Recovery of losses or improperly obtained benefits, where legally permissible
j. Termination or enforcement of a contract, where legally permissible
k. Referral to Stichting Instituut Sportrechtspraak, the Dopingautoriteit, an integrity body, law-enforcement authority or another competent external authority
l. Any other proportionate measure permitted by the Statutes, applicable regulations, contract and law.

**8.4 Review of an affected decision or transaction**

Where a violation may have affected a decision, appointment, selection, grant, procurement process or transaction, Netbal Nederland shall conduct a separate review of that matter. Depending on the circumstances and the applicable legal arrangements, Netbal Nederland may:

a. Reconsider or repeat the internal decision-making process using non-conflicted decision-makers
b. Withhold or withdraw internal approval
c. Require a new selection, tender or evaluation process
d. Seek ratification by the competent non-conflicted body
e. Exercise applicable contractual termination, cancellation or recovery rights
f. Seek appropriate legal advice or remedies.

A decision or transaction shall not be described as automatically null or invalid solely because this policy was breached. Its legal status shall be assessed under the Statutes, applicable law and the relevant contractual arrangements.

### 8.5 Suspension and dismissal

- A member of the Executive Board may be suspended or dismissed only by the body competent to do so under applicable law and the Statutes of Netbal Nederland.
- Any voting majority, quorum or procedural requirement for suspension or dismissal shall be determined by the Statutes and shall not be created or altered solely by this policy.

### 8.6 Review or appeal

- Where the Statutes, applicable regulations or contractual arrangements provide a right of review or appeal, the written decision shall explain that right and the applicable deadline.

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