

Scientific Advisory Panel

Conflict of interest policy

Definitions

Trustees	Moorfields Eye Charity Trustees
the Panel	the Scientific Advisory Panel

1 Conflict of interest

- 1.1 Members of the Panel are expected to declare any potential conflicts of interest relating to individual funding decisions to the Panel secretariat before the meeting wherein they will be discussed, or during the meeting as soon as the existence of a conflict becomes apparent.
- 1.2 The Trustees recognise that the majority of conflicts or potential conflicts will relate to a particular issue and as such will not present any long term restrictions on an individual's ability to work for the Trustees or to sit on its Panel(s).
- 1.3 During the panel meeting, where conflicts of interest arise, the Chair (or the interim Chair if the conflict arises from the Chair) will, if appropriate for the conflict of interest stated, ask the Panel member(s) to leave the room while relevant application(s) is/are being discussed and scored by the rest of the panel.
- 1.4 When a Panel member is directly connected with an application, or is one of the applicants, he or she must declare an interest and withdraw from any consideration of that application. That member will not receive documents pertaining to the application, learn the identity of its referees and will not score the application. Details of discussion of that application will be expurgated from any papers, e.g. minutes, the individual receives.
- 1.5 In cases where an individual is uncertain as to whether a conflict of interest exists or not, they should report this to the Panel secretariat, the secretariat shall discuss the matter with the individual as necessary and report to the Chair, who will decide on a course of action.
- 1.6 Panel members will disclose any hospitality received which has the potential to influence a grant application under consideration by the panel or their ongoing role as an independent panel member.