



NIGERIAN SAFETY INVESTIGATION BUREAU

NIGERIAN SAFETY INVESTIGATION BUREAU CONFLICT OF INTEREST CODE/AGREEMENT FOR STAFF

POLICY NO. [as numbered in the HR Policy Manual]

PURPOSE:

To define the code of NSIB with respect to conflicts of interest regarding the Staff

POLICY:

1. All Staff shall exercise the utmost good faith in all transactions touching upon their duties to NSIB and its property. In their dealings with and on behalf of NSIB, Staff shall be held to a strict rule of honest and fair dealing between themselves and NSIB. They shall not use their positions or knowledge gained therefrom, in such a way that a material conflict would arise between the interest of NSIB and that of the Staff, and any actual or threatened violation of this prohibition shall be promptly disclosed.
2. Staff shall not accept any material gifts, favours or hospitality that might influence or give the appearance of influencing their decision making or compromise their judgment in actions affecting NSIB, and any actual or threatened violation of this prohibition shall be promptly disclosed.
3. Although positions of divided interest with potential conflict may exist from time to time, such duality shall not be permitted to influence adversely the interest of NSIB. To this end, any Staff subject to this policy shall promptly disclose for him/herself and members of his/her immediate family:
 - a. The existence of any actual or pending employment, appointment, activity, relationship or other position of divided interest with NSIB that might involve obligations or conduct or decisions of such person in conflict with the interests of NSIB.
 - b. The existence of any actual or pending investment, contract, conveyance, purchase, sale or other transaction directly or indirectly involving or affecting such persons and that might involve material conflict with the interest of NSIB. At the initiation of employment, every Staff shall be provided with a copy of the agreement on Conflicts of Interest together with a Disclosure Statement to be signed and completed. Additionally, on an annual basis, the Commissioner/CEO shall require at a minimum, that all Staff at Director level and above, review the stated resolution and policy and execute supplemental Disclosure Statements. Disclosure Statements shall be returned to the Commissioner/CEO for review to determine whether a material conflict of interest exists or is threatened. All such disclosures shall be held in confidence by the Commissioner/CEO and any staff who have been required to participate in any review or investigation.

In the event of a finding of material conflict of interest, the Commissioner/CEO shall take such action as may be necessary in his judgment to eliminate the conflict or otherwise safeguard the interests of NSIB. Where a finding of existing or threatened material conflict has been made by the Commissioner/CEO, the Commissioner/CEO shall report the facts to the Honorable Minister along with the action taken by the Commissioner/CEO based upon such findings.

DISCLOSURE STATEMENT TO BE COMPLETED AND FILED AT THE INITIATION OF EMPLOYMENT, AND FILED ANNUALLY BY STAFF AT THE DISCRETION OF THE COMMISSIONER/CEO OF NSIB.

Possible Conflicts of Interest

I have read the above code on conflicts of interest for NSIB, together with the HR Policy Manual itself and, except as hereinafter disclosed, I know of no personal or adverse interests, of my own or of members of my immediate family or organizations in which I have a significant management function or ownership interest, affecting NSIB. This statement includes relationships with, and personal gifts of more than nominal value received from suppliers of goods or services or others associated with or seeking association with NSIB.

Signature of Employee 

Name of Employee IGNE-Adunwa Victoria Ucha

Job Title of Employee CLERICAL OFFICER II

Date 3/09/2023

Other personal or adverse interests, relationships and gifts, if any: (If none, so indicate.) (Please attach extra pages if required.)

This disclosure statement shall be lodged with the Commissioner/CEO in the case of Staff, or the Honorable Minister, in the case of the Commissioner/CEO and shall be held in confidence as it may be determined necessary by the Commissioner/CEO to provide limited disclosure of the information in line with the above stated code.

Commissioner/CEO _____