

All members of The Urology Foundation Science & Education Committee, Reviewing Committee, Nursing Panel and any external or ad hoc reviewer must actively adhere to this Conflict of Interest Policy.

### List of terms:

“Committee”: Any reviewing committee or panel; the SEC, Nursing Panel and Reviewing Committee

“Reviewer”: Any member of a TUF reviewing committee or external reviewer

### Definition of a Conflict of Interest

A conflict of interest may exist if the reviewer:

- is a named party on the grant application, either as a PI, co-applicant, collaborator, mentor, referee or Head of Department;
- has a close personal or professional relationship with the applicant, co-applicant or collaborator;
- is a lead applicant in the same round of grant applications;
- Has a recent collaboration with the grant applicant. A ‘recent collaboration’ is one defined as a joint publication, funded grant or other active working collaboration in the last three years.
- Is at the same Research Institute as the grant application. This can be relaxed if there is no working relationship between the reviewer and the applicant.
- Believes that there is a conflict not mentioned by the above points.

A conflict of interest may also exist if the Charity or members of the SEC deem it to be so.

### Conflict information, updates and practice

New reviewers will be required to provide information on any potential conflicts of interest.

This policy will be circulated, along with a current list of reviewers’ conflicts of interests, no later than four weeks before the relevant review meeting. Reviewers must disclose any additional conflicts of interest not identified by the list in advance of the committee meeting, or as soon as the reviewer’s conflict becomes apparent. Reviewers should update their conflicts of interest annually.

When the Board or committee discusses an item which poses a conflict of interest (whether actual, perceived or potential) for any person present, the person must declare the interest. If the conflict is clear and substantial, they should offer to withdraw and, if invited to remain and eligible to vote, refrain from voting on the matter. (Where such a conflict is likely to recur on a frequent basis, the member of the Board or committee will be expected to resign.)

For any questions regarding The Urology Foundation’s Conflict of Interest Policy, please email the team at [info@theurologyfoundation.org](mailto:info@theurologyfoundation.org).

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