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| **Date Conflict Identified** | **Meeting**  **Date Conflict**  **Registered** | **Name and Position** | **Name, Organisation and Position of person with Conflict of Interest** | **Details of possible conflict** | **Deemed conflict?**  **Yes / No** | **Action to be taken to reduce / eliminate conflict** |
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Note: Conflict of Interest should be a standard Agenda item at board meetings. Any new conflicts or agenda items regarding existing registered conflicts should be noted.