



EWA Tracker

Conflict of Interest Policy

Centre Name: EWA Tracker Ltd

Status: Regulated & EAL Approved

Version: 1.2

Date Reviewed: 02 February 2026

Next Review Due: February 2027

1. Purpose

This policy sets out how EWA Tracker Ltd identifies, manages, monitors and resolves potential or actual conflicts of interest to protect the integrity, impartiality and credibility of assessment and quality assurance activity.

2. Scope

This policy applies to all staff, associates, subcontractors (including peripatetic IQAs), and any partner organisations involved in the delivery or quality assurance of EAL qualifications.

3. Legislation and Guidance

- Ofqual General Conditions of Recognition
- EAL Centre Recognition Requirements
- Bribery Act 2010
- Equality Act 2010

4. Communication, Training and CPD

All staff receive training on conflicts of interest during induction and through ongoing CPD. Awareness is reinforced through standardisation meetings and internal communications. Records are maintained.

5. Examples of Conflicts of Interest

- Assessing or IQA'ing a learner with whom there is a personal relationship
- Working across competing centres delivering the same qualification
- Financial interest in assessment outcomes
- Prior involvement with learners in another role

6. Monitoring Arrangements

A Conflict of Interest Register is maintained. All staff and subcontractors must declare interests annually and whenever circumstances change.

7. Actions and Containment

Identified conflicts are reviewed by the Centre Manager. Actions may include reassignment of duties, enhanced IQA sampling, or escalation to EAL. All actions are documented.

8. Reporting Procedures

Staff must report conflicts to the Centre Manager. Where required, EAL will be notified in writing with mitigation measures.

9. Partner Sites and Organisations

Any partner or subcontracted organisation must provide declarations and operate equivalent controls. Compliance is monitored as part of centre risk management.

10. Review

This policy is reviewed annually or following regulatory change.