

## Policy for Cancelling Contracts Due to Ethics and Risk

<b>First developed</b>	Quarter 1, 2022
<b>Last review date</b>	Quarter 3, 2024
<b>Scheduled review date</b>	Quarter 3, 2026
<b>Purpose</b>	To establish a procedure for cancelling contracts when ethical concerns or risk factors arise.
<b>Policy</b>	This policy applies to all contracts entered into by CCDR
<b>Processes</b>	<p><b>Criteria for Cancellation</b></p> <p>Contracts may be cancelled if they present significant ethical issues or unacceptable risk, including:</p> <ul style="list-style-type: none"> <li>- Violations of ethical standards or laws</li> <li>- Conflicts of interest</li> <li>- Unmanageable financial or operational risks</li> <li>- Non-compliance with company policies or values</li> <li>- Risk of harm to patient or the general population</li> </ul> <p><b>Procedure</b></p> <p>Identification</p> <p>Concerns or risks must be reported to the Chief Executive or Board President immediately.</p> <p>Assessment</p> <p>The reported issues will be assessed to determine their severity and impact on the organisation</p> <p>Decision</p> <p>If deemed necessary, a recommendation for cancellation will be made to the Board President, who will make the final decision. Legal advice should be sought as required.</p> <p>Notification</p> <p>If cancellation is approved, formal notification will be provided to the other party, outlining the reasons and any necessary steps for termination.</p> <p>Documentation</p> <p>All decisions, communications, and justifications will be documented for record-keeping and compliance purposes.</p>
<b>Policy Implementation and assignment of responsibility</b>	All staff, volunteers and Board members are responsible for adhering to this policy