

Working with Industry and Other Organisations

1. POLICY STATEMENT

1.1 Lung Foundation Australia (LFA) is committed to working collaboratively with Industry and Other Organisations in ways that are ethical, transparent, and aligned with its purpose. All collaborations must uphold the organisation's independence, integrity, and reputation, and be managed to ensure that decisions and activities are driven by the best interests of people at risk of or impacted by lung disease and lung cancer.

2. PURPOSE

2.1 The purpose of this policy is to ensure that collaborations with Industry and Other Organisations are purpose driven and focused on meaningful improvements in health outcomes and experiences for people living with or at risk of lung disease and lung cancer.

3. SCOPE

3.1 This policy applies to all agreements with Industry and Other Organisations regarding the delivery of a body of work. This includes both one-off projects and longer-term relationships.

4. DEFINITIONS (if required)

Industry	Entities of a commercial nature such as pharmaceutical, biotechnology, diagnostic and device companies.
Other Organisations	Entities that are of a non-commercial nature and operate predominantly in the health sector including non-government organisations.

5. POLICY

5.1 All collaborations must uphold Lung Foundation Australia's independence, integrity, and reputation, and be managed to ensure that decisions and activities are driven by the best interests of people affected by or at risk of lung disease and lung cancer.

5.2 Key Principles for working together

A valuable collaboration between Lung Foundation Australia and another entity requires a strong relationship based on core principles such as:

- Respect for independence
- Achieving and maintaining public trust
- Fairness
- Openness and transparency
- Confidentiality and accountability

Respect for independence

Organisations entering into collaborative relationships bring different perspectives, expertise, and capabilities, with the shared aim of working together to achieve mutually beneficial outcomes. While a common understanding of objectives is essential, it is recognised that partners may hold differing expectations and may not always agree. Collaboration must therefore be based on mutual respect, open communication, and clear boundaries. The integrity or independence of either entity must not be compromised when collaborating on a body of work.

Lung Foundation Australia remains entirely independent of influence from commercial interests. It uses evidence to advocate freely for people living with or at risk of lung disease or lung cancer developing unbiased content for all resources, promotions and education programs. To support this

independence, Lung Foundation Australia will only accept funding or enter into collaborative arrangements that align with its strategic plan and purpose.

Achieving and maintaining public trust

Collaborations with other entities are undertaken to deliver the best possible health outcomes for people living with or at risk of lung disease and lung cancer. Where commercial arrangements exist, there may be a perceived risk of inappropriate influence. To address this, all collaborations are conducted in an open and transparent manner.

Lung Foundation Australia is committed to placing people living with or at risk of lung disease and lung cancer at the centre of decision-making and maintaining its integrity and reputation as a trusted source of evidence-based advice and resources. All financial or in-kind contributors to a body of work will be publicly acknowledged, and all resources will be developed independently of commercial influence and based on evidence.

Fairness

Fairness is a fundamental principle of all collaborative relationships and must be evident throughout the delivery of any body of work. All entities must feel able to raise issues, speak openly, and engage without pressure or undue influence.

Lung Foundation Australia engages equitably with Industry and Other Organisations, working with a broad range of entities without preference. Collaborations must deliver mutual benefit, and no entity may seek or be granted exclusive partnership status for any major Lung Foundation Australia program.

Openness and transparency

At the commencement of any collaboration, arrangements for acknowledgment must be agreed, and any actual or potential conflicts of interest or relevant relationships declared. Matters such as intellectual property must also be clearly addressed.

Lung Foundation Australia will enter into written agreements with Industry and Other Organisations that clearly set out terms and conditions, including acknowledgment arrangements. Funding from pharmaceutical companies will be transparently disclosed on the website and in the annual report, including the contribution amount and project description.

Accountability

Lung Foundation Australia will work with Industry and Other Organisations under clear, written agreements that set out expectations, responsibilities, and transparency requirements.

All entities collaborating on a body of work must demonstrate that contributed resources have been used appropriately and that agreed outcomes have been achieved, supported by appropriate reporting to key stakeholders.

5.3 Application of key principles

Lung Foundation Australia will consider three stages when working with other entities on how a body of work will be delivered. The three stages are:

1. Establishing the foundations for collaboration
2. Partner engagement and agreement
3. Delivery, evaluation and close-out

Establishing the foundation for collaboration

LFA will explore the following when considering engagement with another entity:

- Strategic alignment and impact
- Assessment of risks and benefits

- Stakeholder consultation
- Lessons from the experience of other organisations working with the entity

Engagement and agreement

If LFA decides to work collaboratively with another organisation, then the following will be considered:

- Safeguarding our organisational independence
- Managing the perception of any funding arrangements
- Sustainability of funding provided
- Assigning clear accountability for managing the relationship
- Obtaining legal advice before entering into agreements
- Using clinical advisers to oversee medical and scientific information
- Involvement of consumers and other stakeholders
- Public acknowledgement of each entity
- Internal approval process and accountability arrangements of the collaborating entity.

Delivery, Evaluation and Close Out

If LFA agrees to work collaboratively with another organisation, the following will be required:

- Signed agreement outlining the agreed scope and key deliverables of the activity
- Governance structure for the activity, reporting lines and management oversight
- Clearly documented roles and responsibilities and authority for decision making
- Risk assessment and Conflict of Interest declarations
- Financial arrangements and schedule of payment
- Agreement on stakeholder engagement proportionate to the activity
- Progress monitoring arrangements
- Reporting requirements

Working together with a new partner

LFA acknowledges that entities are different, and the same approach may not work in every collaboration. Time will be taken to orient Industry and Other Organisations to the vision and mission of LFA. In turn, the entity will be invited to do the same so that a shared understanding can be established.

6. RESPONSIBILITIES

Chief Executive Officer (CEO)

- Implementing the policy
- Authorises and signs collaboration and sponsorship agreements (or delegates authority)
- Ensures agreements align with Lung Foundation Australia's mission and strategy
- Escalates material risks or sensitive partnerships to the Board

Chief Financial Officer (CFO)

- Reviews agreements and confirmation of financial terms and conditions
- Financial acquittal / reporting obligations

Governance and Risk Management

- Review governance requirements including conflicts of interest
- Record keeping and disclosure / acknowledgment records

Program or Project Leads

- Manage collaborations in practice
- Monitor use of resources and achievement of outcomes
- Report on progress, outcomes and emerging issues

7. COMPLIANCE

Non-compliance with this policy and procedure may result in disciplinary action, up to and including termination of employment.

