

Conflict of Interest Declaration Confirmation

This provides a final record that conflict of interest requirements have been declared and appropriately managed in a formal decision-making process in line with the [Integrity Compliance and Reporting Policy \(Conflicts of Interest, Gifts, Benefits\) Policy](#).

→ Insert this as the **final section** of all relevant formal decision-making documentation, or use it as a standalone confirmation at the **end** of committees, panels, or approval processes to confirm conflict of interest requirements have been met.

Section x: Conflict of Interest Declaration & Compliance

<p>Q1. Checklist Compliance The Conflict of Interest Checklist was completed by the Chair, Convenor, or delegated lead:</p> <ul style="list-style-type: none">• prior to commencement of the formal decision-making process, and• is attached to the relevant process documentation as evidence of compliance	<p><input type="checkbox"/> Confirmed → go to Question 2</p>
<p>Q2. Conflict Declaration Were any actual, potential or perceived conflicts of interest identified during this recruitment process?</p>	<p><input type="checkbox"/> Yes → go to Question 3</p> <p><input type="checkbox"/> No → Proceed to final confirmation section</p>
<p>Q3. Register Recording Where conflicts of interest were identified:</p> <ul style="list-style-type: none">• the Chair, Convenor, or delegated lead sighted evidence of the Register entry (e.g. confirmation email)	<p><input type="checkbox"/> Confirmed → Proceed to final confirmation section</p>