



DECISION OF THE GOVERNING BOARD

UPDATING THE RULES ON THE PREVENTION AND MANAGEMENT OF CONFLICTS OF INTERESTS APPLICABLE TO THE BODIES OF THE JOINT UNDERTAKING

THE GOVERNING BOARD OF CLEAN AVIATION JOINT UNDERTAKING,

Having regard to the Treaty on the Functioning of the European Union¹;

Having regard to Council Regulation (EU) No 2021/2085 of 19 November 2021², establishing the Joint Undertakings under Horizon Europe and repealing Regulations (EC) No 219/2007, (EU) No 557/2014, (EU) No 558/2014, (EU) No 559/2014, (EU) No 560/2014, (EU) No 561/2014 and (EU) No 642/2014 (hereafter "Single Basic Act" or "SBA"), and in particular Part Two, Title II on the establishment of the Clean Aviation Joint Undertaking, as well as Articles 2.14, 7.2, 16.8 and 42 thereof;

Having regard to the Governing Board "Omnibus" Decision of 16 December 2021³ by which the Rules on the prevention and management of conflicts of interests applicable to the bodies of the Clean Sky 2 Joint Undertaking were transferred and made applicable to the Clean Aviation Joint Undertaking;

Whereas:

- (1) an update and codification of the above-mentioned rules on conflict of interest is required in order to reflect the new JU regulatory framework under the "Single Basic Act" and the main changes in the governance structure and set-up of the Clean Aviation Joint Undertaking;
- (2) Joint Undertakings are public-private partnerships and as a consequence public and private interests are interlinked and interdependent;
- (3) Provisions on conflict of interest are already included in various documents, such as the Staff Regulations, the Conditions of Employment of Other Servants of the European Union (hereinafter referred to as "CEOS"),⁴ the Rules on the prevention and management of conflicts of interests of the staff members of the JU,⁵ for what concerns

¹ Treaty on the Functioning of the European Union (Consolidated version 2016) OJ ref. C 202, 7.6.2016

² Council Regulation (EU) No 2021/2085 of 19 November 2021, OJ ref. L 427/17, 30.11.2021

³ Ref. CAJU-GB-2021-12-16

⁴ Annex to Regulation No 31 (EEC), 11 (EAEC) laying down the Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Economic Community and the European Atomic Energy Community (OJ P 045 14.6.1962, p. 1385).

⁵ Adopted on 16 December 2021 by the CAJU Governing Board, as part of the Omnibus Decision CAJU-GB-2021-12-16, by which the Rules on the prevention and management of conflicts of interests of the staff members of the CS2JU, CS-GB-2017-10-19 were transferred and made applicable to CAJU.

the staff employed by the Joint Undertaking, the CAJU Financial Rules⁶, the Rules of Procedure of the Governing Board, the Rules of Procedure of the Technical Committee, the Rules of Procedure of the States Representatives Group, the Rules of Procedure of the Scientific Advisory Body and experts appointment letters of the Members of the Scientific Advisory Body;

- (4) In accordance with Article 42 of the SBA, it is necessary to adopt a Governing Board decision applicable to the bodies of the Joint Undertaking, aiming to provide a comprehensive overview of the applicable rules and complement the existing rules on the prevention and management of potential conflicts of interest, which would serve as a reference for all the representatives of the bodies working or involved in the activities of the Joint Undertaking, and ensure a comprehensive and coherent approach on conflicts of interest and the highest standards of administration, professional ethics, integrity and independence;
- (5) For the sake of clarity, this decision shall apply only to the members of the bodies⁷ of the Joint Undertaking and should be adopted without prejudice to the existing rules and provisions on the prevention and management of conflicts of interest as provided in any other applicable document as mentioned above under paragraph 3.

HAS ADOPTED THE FOLLOWING DECISION:

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⁶ Financial Rules adopted on 16 December 2021 by the CAJU Governing Board, as part of the Omnibus Decision CAJU-GB-2021-12-16, by which the CS2JU Financial Rules CS-GB-Writ proc 2019-07 were transferred and made applicable to CAJU.

⁷ Referred to in art. 2 of this decision.

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CHAPTER I – SCOPE, GENERAL OBLIGATIONS AND DEFINITION

Article 1 — Subject

The present decision lays down the rules for the prevention and management of conflicts of interest applicable to the members of the bodies of the Joint Undertaking listed in Article 63 of the SBA in order to ensure the handling in a transparent and consistent manner of situations where potential conflicts of interest may arise.

Article 2 — Scope and actors concerned

This decision shall apply to the following categories of actors involved in the work and activities of the Joint Undertaking:

- a) Executive Director⁸
- b) Members of the Governing Board and their alternates
- c) Members of the Technical Committee and their alternates
- d) Members of the Scientific Advisory Body
- e) Members of the States Representatives Group and their alternates
- f) Members of other non-statutory advisory bodies or groups (where applicable)

collectively referred hereinafter as “members of the bodies of the Joint Undertaking”.

Article 3 – General obligations

Members of the bodies of the Joint Undertaking shall carry out their duties and conduct themselves when acting under their statutory function, with the interests of the Joint Undertaking in mind. Members of the bodies of the Joint Undertaking shall carry out their duties objectively and impartially and in keeping their duty of loyalty to the Joint Undertaking. Members of the bodies of the Joint Undertaking shall abstain from any action adversely affecting the reputation of the Joint Undertaking.

Article 4 — Definition of conflict of interest and personal interest

- 4.1 A conflict of interest refers to a situation where the impartiality and objectivity of a decision of the Joint Undertaking or an opinion or recommendation thereto is or might be perceived as being compromised by a personal interest held by or entrusted to a member of the bodies of the Joint Undertaking.
- 4.2 Members of the bodies of the Joint Undertaking should not, in the performance of their duties, deal with a matter in which they have any direct or indirect personal interests which may impair their independence.
- 4.3 The appearance of a conflict of interest can constitute a reputational risk to the Joint Undertaking, even if turns out to be unsubstantiated. Therefore, taking due consideration of proportionality, specific backgrounds, all relevant facts and mitigating circumstances, a risk of perceived conflict of interest shall be treated as if it were an actual conflict of

⁸ The Executive Director is covered by the Governing Board Decision adopting rules on the prevention and management of conflicts of interests of the staff members of the Joint Undertaking and by the present Decision for what concerns his/her statutory function as a body of the CAJU.

interest.

- 4.4 It is the responsibility of the members of the bodies of the Joint Undertaking to ensure that their conduct is in line with the rules regarding the conflict of interest in both letter and spirit. Each member of the bodies of the Joint Undertaking shall assume an individual responsibility by declaring in good faith his/her interests and information to the Joint Undertaking in compliance with the applicable provisions.
- 4.5 Any member of the bodies of the Joint Undertaking who becomes aware of a potential conflict of interest must immediately inform in writing the relevant competent authority⁹.
- 4.6 To prevent conflicts of interest, the members of the Governing Board, Technical Committee, Scientific Advisory Body or States Representatives Group, or other non-statutory advisory bodies or groups shall not occupy the position of external expert for the evaluation of proposals in the framework of the calls launched by the Joint Undertaking.

CHAPTER II – PROVISION APPLICABLE TO THE BODIES OF THE JOINT UNDERTAKING

Article 5 — Obligation to make declarations on conflicts of interest

- 5.1 The Members of the Governing Board including their alternates , the Executive Director, the Members of the Technical Committee, including their alternates, the Members of the Scientific Advisory Body, the Members of the States Representatives Group and their alternates and the Members of other non-statutory advisory bodies or groups shall each fill in a Declaration on confidentiality and conflict of interest before appointment, in accordance with their respective rules of procedure as adopted by the Governing Board of the CAJU and selection procedure for what concerns the Executive Director¹⁰.
- 5.2 After appointment, the above-mentioned Members of the bodies of the Joint Undertaking shall submit an updated Declaration on conflict of interest in any case where there is a change from the situation mentioned in the declaration completed for the preceding year.
- 5.3 The above-mentioned Members of the bodies of the Joint undertaking shall declare in writing and notify the chair of the respective body of any potential conflict of interest in accordance with their respective rules of procedure and appointment letters where applicable.
- 5.4 In cases where the Declaration shows a potential or apparent conflict of interest, it must be managed and solved by the competent body before the member takes up or resumes his/her duties.
- 5.5 Members of the bodies of the Joint Undertaking must promptly disclose all relevant information about a personal interest when circumstances change following their initial disclosure or when new situations arise. If, at any time in the course of his/her duties, a staff member becomes aware of any potential conflict of interest or any appearance of a conflict of interest, the staff member is obliged to inform the relevant authority in the Joint Undertaking by spontaneously submitting an ad-hoc Declaration on conflict of interest as laid down in Annex 1.2 hereto, or any other declaration modality as laid down

⁹ Refer to articles 2, 3 and 10 of the Code of conduct applicable to the participants of the meetings of the Governing Board of CAJU, ref. CAJU-GB- Writ proc 2022-03 Code of conduct

¹⁰ See Annexes I and II of the rules of procedure of the Governing Board approved by the Board on 16 December 2021, ref. CAJU-GB-2021-12-16. See Annex I of the rules of procedure of the Technical Committee adopted by the Board on 16 December 2021, ref. CAJU-GB-2021-12-16. See Annex 1.1 to the present decision applicable to the Executive Director.

in the applicable rules of procedure or appointment letter.

Article 6 — Obligation of confidentiality

- 6.1 Members of the bodies of the Joint Undertaking shall refrain from any unauthorised disclosure of information received in the line of duty, unless that information has already been made public or is accessible to the public.
- 6.2 Members of the bodies of the Joint Undertaking shall continue to be bound by this obligation after leaving the Joint Undertaking.

Article 7 — Specific obligations

7.1 The Executive Director

- 7.1.1 The Executive Director shall act impartially, avoiding any situation liable to give rise to potential conflicts of interest. Considering the public character of his/her function when acting under the tasks and roles laid down in the SBA, he/she shall perform his/her tasks with independence.
- 7.1.2 When questions not explicitly covered by these rules arise, adherence to the generally accepted principles of probity shall determine the behaviour of the Executive Director.
- 7.1.3 Without prejudice to the rules under this paragraph, the Executive Director shall also be subject to the rules applicable to the staff members of the Joint Undertaking as laid down in the Governing Board Decision adopting rules on the prevention and management of conflicts of interests of the staff members of the Joint Undertaking.
- 7.1.4 The Executive Director shall in particular:
 - a) Act independently in the general interest of the Joint Undertaking and in the common interest of the sound management of the Programme and its objectives without allowing himself to be influenced by personal interests or relationships;
 - b) Guarantee that under his/her role of authorising officer, the Joint Undertaking operates within the limits of its statutory remit and rules;
 - c) When communicating on a matter on which the Joint Undertaking has taken a view, the Executive Director shall represent the views of the Joint Undertaking. When communicating on a matter that falls within the remit of the Joint Undertaking but on which the Joint Undertaking has not taken a view so far, he/she may provide his/her own personal view, but shall make clear that this does not necessarily represent the official view of the Joint Undertaking;
 - d) Not exploit his/her position in order to affect the expected impartiality of the Joint Undertaking staff, external experts, reviewers, consultants and any third parties participating at any title in the bodies or activities of the Joint Undertaking.

7.2 The Members of the Governing Board, and where applicable, the persons appointed to represent the members or their alternates shall:

- 7.2.1 Act in the general interest of the Joint Undertaking and in the common interest of the sound management of the Programme and its objectives without allowing themselves to be influenced by personal interests or relationships;
- 7.2.2 In accordance with Article 1(2) of the Rules of Procedure of the Governing Board¹¹, represent the aeronautics sector and its specific domains and represent the interest of all Founding Members and Associated Members and their associated and constituent

¹¹ Rules of procedure of the Governing Board adopted by the Board on 16 December 2021, ref. CAJU-GB-2021-12-16.

entities affiliated to their domains, when exercising their function and when taking decisions in the Governing Board;

- 7.2.3 In accordance with Article 11 of the Rules of Procedure of the Governing Board, behave in a way that ensures respect for the confidential character of the Governing Board's proceedings and protection of any sensitive information whose disclosure could damage the interests of the Joint Undertaking, of the Members of the Joint Undertaking and/or of the participants in the activities of the Joint Undertaking;
- 7.2.4 In accordance with Article 12 of the Rules of Procedure of the Governing Board, be bound to comply with a set of rules relating to the compatibility of its function, prevention, mitigation and management of conflict of interest, and to sign a written declaration upon their appointment. In relation to the declaration of interests (Annex II to the Governing Board's Rules of Procedure), it is the obligation of each Member to keep it updated and provide the Joint Undertaking with any updated version where appropriate,
- 7.2.5 In accordance with Article 12 of the Rules of Procedure of the Governing Board, not occupy any other membership role in any other body of the CAJU;
- 7.2.6 When communicating on a matter on which the Joint Undertaking has taken a view, represent the views of the Joint Undertaking. When communicating on a matter that falls within the remit of the Joint Undertaking but on which the Joint Undertaking has not taken a view so far, they may provide their own personal views, but should make clear that this does not necessarily represent the official view of the Governing Board or of the Joint Undertaking.

7.3 The members of the Technical Committee and their alternates shall:

- 7.3.1 Act in the general interest of the Programme and in a way as to prevent and avoid potential conflicts of interest, in particular when providing inputs and proposals on technical priorities and research topics to be considered for the Work Programme of the CAJU;
- 7.3.2 Ensure the protection of sensitive information whose disclosure could damage the interests of the Joint Undertaking, of the Members and participants in the activities of the Joint Undertaking;
- 7.3.3 Be bound to declare any potential conflict of interest upon their appointment, and to declare to the Chairperson, Co-chairperson and the Joint Undertaking any situation which may represent a potential conflict of interest;
- 7.3.4 Not act in any way that involves taking undue advantage of, or exercising undue influence on, the implementation of the Programme and the activities of the Joint Undertaking;
- 7.3.5 Only provide high-level consolidated comments when providing inputs or commenting on the research priorities and potential topics for the calls. As provided for in the applicable rules of procedure, inputs to the Joint Undertaking shall be provided in the form of consolidated and consensus views and at a level of granularity that does not risk hampering the open competition in the open calls;
- 7.3.6 Not provide any formal opinion nor take any decision on the Work Programme to be submitted for adoption to the Governing Board;
- 7.3.7 In accordance with Article 17 of the Rules of Procedure of the Technical Committee, not occupy a membership role in any other body of the CAJU;
- 7.3.8 With respect to the members of the established sub-groups and any other involved technical expert, they are not bound to submit the Declarations on confidentiality and conflict of interest since they do not exercise the function and role of Members of the

Technical Committee. However, the rules on confidentiality outlined in this Decision shall duly apply or be made applicable to such persons.

7.4 The members of the State Representative Group, and where applicable, the persons appointed to represent the members or their alternates shall:

- 7.3.1 Act in the general interest of the Programme and in accordance with their tasks as described in the Single Basic Act;
- 7.3.2 Ensure the protection of confidential documents distributed for internal consultation and any other sensitive information whose disclosure could damage the interests of the Joint Undertaking, of the Members and participants in the activities of the Joint Undertaking;
- 7.3.3 Be bound to declare any potential conflict of interest upon their appointment, and to declare to their respective Chairperson, Co-chairperson and the Joint Undertaking any situation which may represent a potential conflict of interest;
- 7.3.4 Not seek or act in any way that involves taking undue advantage of, or exercising undue influence on, the implementation of the Programme and the activities of the Joint Undertaking.
- 7.3.5 These rules shall also apply to any other participant or observer or expert invited to the meetings where applicable.

7.5 The members of the Scientific Advisory Body and where applicable, the persons appointed to represent the members or their alternates shall:

- 7.5.1 Act in the general interest of the Programme and in accordance with their tasks as described in the Single Basic Act;
- 7.5.2 Ensure the protection of sensitive information whose disclosure could damage the interests of the Joint Undertaking, of the Members and participants in the activities of the Joint Undertaking;
- 7.5.3 Be bound to declare any potential conflict of interest upon their appointment, and to declare to their respective Chairperson, Co-chairperson and the Joint Undertaking any situation which may represent a potential conflict of interest;
- 7.5.4 Provide independent advice and scientific analysis on specific issues as requested by the governing board, in particular as regards developments in adjacent sectors or to support the assessment of applications of potential associated members and contributing partners;
- 7.5.5 Not seek or act in any way that involves taking undue advantage of, or exercising undue influence on, the implementation of the Programme and the activities of the Joint Undertaking;
- 7.5.6 Not occupy a membership role in any other body of the CAJU;
- 7.5.7 Not be private members of the CAJU, including Founding and Associated Members at the date of establishment the CAJU or later;
- 7.5.8 These rules shall also apply to any other participant or observer or expert invited to the meetings where applicable.

Article 8 — Procedures to manage a conflicts of interest

- 8.1 Any Member of the bodies of the Joint Undertaking who becomes aware of a potential conflict of interest related to its activities shall immediately inform the Chairperson and Co-chairperson of the competent body or group. The Chairperson will in turn inform without delay the legal department of the Joint Undertaking and the other members. If the conflict of interest regards the Chairperson, the Co-Chairperson of the respective body or group shall inform the legal department of the Joint Undertaking and the other members.
- 8.2 After hearing the concerned member and after consulting the legal department of the Joint Undertaking, the Governing Board, Technical Committee, Scientific Advisory Body, States Representatives Group and/or the non-statutory advisory body or group shall decide on the appropriate measures to be taken in compliance with the applicable Rules of Procedure or appointment letter of the respective body or group taking into consideration the following principles:
- a) refrain from taking any action which may bring the member's own personal interests into conflict with those of the Joint Undertaking or the Union;
 - b) take appropriate measures to prevent conflicts of interest from arising in the tasks under the member's responsibility;
 - c) take appropriate measures to address any situations which may objectively be or be perceived as a conflict of interest.
- 8.3 If such rules do not exist in relation to a non-statutory group, the issue shall be referred to the Joint Undertaking. Measures that may be taken in case of a conflict of interest may include (but are not limited to):
- a) Temporarily denying voting rights to the member concerned on matters related to the conflict of interest;
 - b) Requesting the member concerned to stop attending meetings of the respective JU body until the conflict of interest is resolved or no longer applies;
 - c) If the conflict of interest is not resolved, the respective JU body, acting on a two-thirds majority of all its members with the right to vote, may request the Joint Undertaking to have the member replaced;
 - d) The Chairperson and/or the Joint Undertaking may decide to take other measures as appropriate.
- 8.4 The Appointing Authority powers shall be exercised by the Governing Board of the Joint Undertaking in matters concerning the Executive Director.

Article 9 — Ex-post treatment of situations of non-compliance with the obligations under the present rules

- 9.1 In the case of failure of a Member to declare an actual or potential conflict of interest or failure to comply with the applicable rules on conflict of interest, the Governing Board, Technical Committee, States Representatives Group and/or the non-statutory advisory body or group shall decide the appropriate measures after consulting the legal department of the Joint Undertaking hearing the respective member.

- 9.2 If the concerned person was involved in a decision-making procedure without having declared an interest, the respective body or group may undertake remedial actions, in particular to review or cancel the decision if seriously affected by the conflict of interest. This implies carrying out an ex-post review of the person's activities and contributions to the Joint Undertaking's deliberations and votes.
- 9.3 The Chairperson of the Governing Board, Scientific Committee, Steering Committee, States Representatives Group and/or other advisory body or group shall immediately inform the Joint Undertaking of any conflict of interest related to its members and the measures taken to prevent and manage the respective conflict of interest.

CHAPTER III –GENERAL AND FINAL PROVISIONS

Article 10 — Register

- 10.1 The declarations to be made before appointment by the Members of the Governing Board, Executive Director and Technical Committee, and any written declaration or statement made by a member of the Scientific Advisory Body or States Representatives Group shall be adequately recorded by the competent secretariat of the respective body for a period of 5 years.
- 10.2 The register referred to in paragraph 11.1 shall be maintained in compliance with the applicable provisions of Regulation (EC) No 1725/2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

Article 11 — Transparency

- 11.1 The Joint Undertaking shall publish on its website the present rules for the prevention of conflict of interest in a clear and easily identifiable manner.
- 11.2 Bearing in mind the legal rights of individuals in relation to personal data protection, in particular Regulation (EC) no 45/2001, the name of the Members of Governing Board, Scientific Advisory Body, Technical Committee, States Representatives Group together with the name of their employer or any organisation which pays them will be published on the Joint Undertaking's website.
- 11.3 In accordance with article 27(4) of the JU Financial Rules, the declarations of interest by the Members of the Governing Board shall be published on the Joint Undertaking's website.
- 11.4 The declarations of interest by the Executive Director and the Members of the Governing Board shall be made available for public scrutiny with due respect to the applicable EU rules on protection of personal data and access to documents. Where deemed relevant, the concerned person's CV (or a summary of his/her professional experience) may also be made available.

Article 12 — Final provisions

- 12.1 The Executive Director of the Joint Undertaking may adopt subsequent rules and guidelines to facilitate the implementation of the present decision.

12.2 The present decision establishes a minimum level of requirements and obligations applicable to the members of the bodies of the Joint Undertaking in view of the management and prevention of conflicts of interest.

The present decision complements the rules of procedures relating to the bodies of the Joint Undertaking or any other rules or appointment letters which may provide for increased obligations.

12.3 Any permission granted by the competent body of the Joint Undertaking pursuant to a Declaration submitted by a members of the bodies shall be limited to the specific situation described in the Declaration and cannot be extended to any other similar situations.

12.4 Any change of the initial situation described in the Declaration shall be considered as a new situation and must be brought to the attention of the body according to the above-mentioned rules and applicable provisions.

12.5 The Chairperson of the Governing Board, Technical Committee, States Representatives Group, and Scientific Advisory Body shall immediately inform the Joint Undertaking of any conflict of interest related to its members and the measures taken to prevent and manage the respective conflict of interest.

These rules shall come into force on the date of their adoption by the Governing Board and shall be published on the website of the Joint Undertaking.

The declarations submitted by the Members of the Governing Board under the applicable rules of procedure shall remain valid and applicable as well the applicable declarations submitted by the Members of the Technical Committee, State Representatives Group and Scientific Advisory Bodies under their respective rules of procedure.

Done at Brussels, on 5 May 2022

Rosalinde van der Vlies

Chair of the Governing Board



ANNEXES TO THE RULES ON THE PREVENTION AND MANAGEMENT OF CONFLICTS OF INTERESTS APPLICABLE TO THE BODIES OF THE JOINT UNDERTAKING

Annex 1.1 – Declaration of interests for the Executive Director

DECLARATION OF INTERESTS

(Article 7 of Decision of the Governing Board adopting Rules on the prevention and management of conflict of interest)

Name:

Professional Address:

Phone:

E-mail:

Position*:

do hereby declare on my honour that, to the best of my knowledge, the only direct or indirect interests I have in the sectors in which the Joint Undertaking is active, [are][is] those listed below:

1. Past activities:

[Posts held over the last 7 years in foundations or similar bodies, educational institutions, companies or other organisations (the nature of the post and the name of those bodies should also be indicated); other membership/affiliation or professional activities held over the last 3 years including services, liberal professions, consulting activities, and relevant public statements.]

2. Current activities:

[Posts held in foundations or similar bodies, educational institutions, companies or other organisations (the nature of the post and the name of those bodies should also be indicated); other membership/affiliations or professional activities, including services, liberal profession, consulting activities, and relevant public statements.]

3. Current Financial Interests

[Any direct financial interests, (managerial stakes in companies, including ownerships of patents or any other relevant intellectual property rights), or assets (shares and/or securities held in companies) or grants or other funding which might create a conflict of interests in the performance of their duties, with an indication of their number and value, as well as the name of the company/provider of the grant/funding.]

[No Interest Declared]/ [Interest...]

* Delete, as appropriate.

4. Any other relevant interests.

[No Interest Declared]/ [Interest...]

5. Family Member Interest

[Spouse's/partner's/dependent family members' current activity and financial interests that might entail a risk of conflict of interest.]

[No Interest Declared]/ [Interest...]

I confirm the information declared on this form is accurate to the best of my knowledge and I consent to my information being stored electronically by the Joint Undertaking.

Done at [place], [date]

Name and Signature

Annex 1.2 – Spontaneous Declaration of conflict of interest (applicable to the members of the bodies of the Joint Undertaking)

SPONTANEOUS DECLARATION OF CONFLICT OF INTEREST

(Article 5 of Decision of the Governing Board adopting Rules on the prevention and management of conflict of interest)

PART I

TO BE FILLED IN BY THE DECLARANT

Surname and first name:

Professional address:

Phone:

E-mail:

Position:

Describe the situation you are facing - in the performance of your statutory duties - and in which you have, or could be perceived to have, personal interests in particular possible family and financial interests, such as to impair your independence:

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State the reasons why your independence may be impaired:

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.....

If appropriate, propose measures to avoid this conflict of interest:

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.....

Done at [place], [date]

Name and Signature

FOR USE BY THE ADMINISTRATION ONLY

PART II

**OPINION OF THE COMPETENT BODY* BASED ON THIS FORM AND ON THE INFORMATION PROVIDED
BY THE DECLARANT**

☐ No (risk of) conflict of interest.

☐ (Potential) conflict of interest.

• Describe the personal interests which would actually or potentially impair the declarant's independence in carrying out his/her duties or any other circumstance which actually or potentially constitutes a conflict of interest.

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• Describe measures which could be taken to mitigate the negative effects of the actual or potential conflict of interest.

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• Explain how the measures proposed are proportionate to the scope of the actual or potential conflict of interest.

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CONCLUSION

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SURNAME/FIRST NAME: POSITION:

SIGNATURE:

DATE:/..../....

** If the conflict of interest regards a member of the Governing Board, Scientific Advisory Board, Technical Committee, or State Representatives Group, this part can be filled in by the competent body*

PART III

OPINION OF THE COMPETENT BODY

- ☐ No risk of conflict of interest.
- ☐ (Potential) conflict of interest.

• Describe the personal interests which would actually or potentially impair the candidate's independence in carrying out his/her duties in the specific position offered or any other circumstance which actually or potentially constitutes a conflict of interest with respect to the proposed position.

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• Describe measures which could be taken to mitigate the negative effects of the actual or potential conflict of interest.

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• Explain how the measures proposed are proportionate to the scope of the actual or potential conflict of interest.

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CONCLUSION

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SURNAME/FIRST NAME: POSITION:

SIGNATURE*:

DATE: .. / .. / ..

** to be signed by Chairperson of the body if the conflict of interest regards a member of the Governing Board, Scientific Advisory Board, Technical Committee or States Representatives Group.*