



Declaration of Conflict of Interest by Board Members and Appointed Officials

Part A: Declaration (To be completed by Declaring Member)

To: **Chairman of the Board**

I would like to report the following existing / potential * conflict of interest situation in relation to the discussion item:-

i)	Matter to be discussed by the Board
ii)	Brief description of my connection with the matter in (i) above

Signature of Declaring Member: _____

Name of Declaring Member: _____

Position of Declaring Member: _____

Date: _____

Part B: Acknowledgement (To be completed by Chairman)

To: _____ (Name of Declaring Member)

Acknowledgement of Declaration

The information contained in your declaration form dated _____ is noted. It has been decided that:-

- You may continue to speak and vote on the matter as described in Part A, provided that there is no change in the information declared above.
- You may continue to speak but should not vote on the matter as described in Part A, provided that there is no change in the information declared above.
- You may remain in the meeting as an observer on the matter described in Part A, provided that there is no change in the information declared above.
- You should withdraw from the meeting and immediately return to the Secretariat any documents regarding the matter sent to you earlier.
- Others (please specify):

Signature of Chairman: _____

Name of Chairman: _____

Date: _____