

Conflicts of Interest Declaration & Confidentiality Undertaking

Assessor / Expert Name:		Assessor / Expert Reference No.:	E
<p>For accreditation to provide confidence to the marketplace it is essential that it is undertaken impartially, and that impartiality of personnel involved in the accreditation process is not compromised by commercial, financial or other pressures. This is emphasised within ISO/IEC 17011, and reflected in the UKAS Impartiality Policy Statement which is publicly available on www.ukas.com.</p> <p>In order for UKAS to implement and maintain its impartiality policy, assessors and experts are required to disclose to UKAS any existing, prior or foreseeable relationships that could potentially pose a conflict of interest as and when they arise. In addition, they are requested to reconfirm any conflicts (including Null returns) annually by completing this form and submitting it to UKAS.</p> <p>Conflicts of interest, in relation to a UKAS accredited organisation or any organisation the assessor/expert knows to be seeking UKAS accreditation, should be declared for any of the following:</p> <ul style="list-style-type: none"> • Provision of training, consultancy or other services; • Current employer (<i>may either be a direct competitor or have close links with other bodies</i>); • Organisation is a previous employer; • Financial interests (<i>e.g. significant ownership of shares</i>); • Personal relationships (<i>e.g. close family members or friends in senior positions at an organisation</i>); • Any other potential situations that could reasonably be considered as presenting a conflict of interest. <p>Conflicts of interest may also arise through undertaking assessment work or providing other services within the UK on behalf of other accreditation bodies (i.e. those not recognised as the UK's National Accreditation Body).</p> <p>If an assessor/expert is in any doubt as to whether a situation/circumstance constitutes a potential conflict of interest they should provide the relevant information to UKAS for consideration and evaluation of potential risk.</p>			
I hereby declare the following potential conflicts of interest: -			
<u>Type of Conflict</u>	<u>Organisation(s) (and brief details of potential conflicts)</u>		
Provision of training, consultancy or other services			
Current employer (<i>may either be a direct competitor or have close links with other bodies</i>)			
Previous Employer(s)			
Financial interests (<i>e.g. significant ownership of shares</i>)			
Personal relationships (<i>e.g. close family members or friends in senior positions at the organisation</i>)			
Provision of UK-based services to other Accreditation Bodies			
Other (<i>please state potential conflict</i>)			

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Assessor / Expert Name:		Assessor / Expert Reference No.:	E
Signature		Date:	

CONFIDENTIALITY UNDERTAKING

I undertake to maintain as confidential all information which I may acquire or become acquainted with as a result of, or arising in the course of, my work with UKAS and assignments I undertake for that body. I undertake not to divulge such information without express permission in writing from UKAS.

There are no matters, of which I am aware, which could in general prejudice my integrity and impartiality in undertaking work for UKAS, apart from those listed above. If a specific matter should arise in a particular case, I undertake to declare it.

I declare that I am subject to no obligations which conflict with the above confidentiality undertaking.

Signature:	Date:

Independent Review by UKAS

Further Comments Following Independent Review of Form
(Where applicable - further actions)

Name / Signature:	Date:

When complete please return form to ost@ukas.com