

DECLARATION OF INTERESTS FORM

(Code of Conduct: Conflict of Interests/Staff & Volunteers)

I have set out below my interests in accordance with Pact's Code of Conduct

Category	<i>Please give details of the interest and whether it applies to you, a member of your immediate family or some other close personal or business connection.</i>
Current employment and any previous employment in which you continue to have a financial interest.	
Businesses you run as a sole trader, partner, or director.	
Appointments (paid or voluntary) , e.g. trusteeships, directorships, local authority membership, tribunals etc.	
Membership of any professional bodies, special interest groups or mutual support organisations.	
Investments in unlisted companies, partnerships and other forms of business, major shareholdings (more than 5% of issued capital) and beneficial interests.	
Gifts or hospitality offered to you by external bodies in the last twelve months and whether declined or accepted .	
Do you use Pact's services or care for a user of Pact's services ?	
Are there any other conflicts not covered by the above?	

To the best of my knowledge, the above information is **complete** and **correct**. I undertake to **update** as necessary the information provided, and to review the accuracy of the information **annually**. I permit you to use it for the purposes described in the Code of Conduct and for no other purpose.

What to do next

Please give this form to your manager. You can do so on by hand in paper form, or if it is available to you, preferably email using a CJSM account, or encrypt the file before attaching to an email if using the prisonadvice email. Alternatively you can ask your manager to complete the form with you. Please ensure you receive a written & dated acknowledgement of receipt, and retain a copy and keep it securely.

FOR LINE MANAGER'S USE

Have you formally acknowledged receipt?	
Have you filed this form appropriately and in accordance with our information security standards?	
Have you consulted your Head of Service	
Please note any further advice/guidance or actions taken	

Declaration

I have read carefully and understand the Pact Code of Conduct, including Sections A, B, C & D. I agree to comply with its requirements and commit to upholding the standards of conduct required to support Pact's aims, values and beliefs.

Name : _____

Team / Department: _____

Signature: _____

Date: _____