

Declaration of Interest

To:	General Secretary
From:	
Job Title:	
DOE:	
Department & Region:	

I hereby declare that I have the following interests in entities or activities other than MIBCO.

Activity	Mark with an X
Any share holdings to be acquired from Suppliers or Clients doing business with MIBCO.	
Directorship of any Company /ies	
Interests in Other Entities (Partnerships, NGO, Joint Ventures, Sole Proprietor, Businesses, Trusts, etc).	
Gifts received from Suppliers / Donors / Stakeholders	
Conflict of time commitment	
General Declaration of Interest e.g. Mam & Pop (selling Avon, Tupperware, Achar etc.)	

If you have declared a conflict of interest in the table above, please indicate the following with which there is a conflict of interest:

Name of Entity:_____

Date of Directorship/Acquiring Shares:_____

Number of shares:_____

Financial Interest (Fees/Commission):_____

Amount of Time Conflict:_____

Hazards and Health

Risks:_____

Does the conflict apply to yourself or an immediate family member?:_____

State the relationship of the family member:_____

11. Declaration

I hereby declare that the information supplied above is:

1. Correct and complete in all respects.
2. Includes any and all interests held by my relatives and myself whether directly, indirectly or through proxies, nominees or other representatives.
3. I also declare that should any circumstances related to the above issues change, I shall notify the addressees immediately thereof.
4. I acknowledge that notwithstanding this disclosure, each and every transaction involving one or more of the entities disclosed herein shall be referred to my superior for processing to avoid any potential or actual conflict of interest.
5. I hereby declare that the disclosed information is correct and that no other situation of real, potential or apparent conflict of interest is known to me. I undertake to inform you of any change in these circumstances, including if an issue arises during the course of the meeting or work itself.

SIGNED AT _____ ON THIS _____ DAY OF _____ 20____.

EMPLOYEE SIGNATURE _____

General Secretary

Approval		Signature:	Date:
Declined			