



EUROPEAN COMMISSION

Please enter an answer
in every section and
write in capitals.

FOR THE RECRUITMENT OF MANAGERS

DECLARATION CONFLICT OF INTEREST BY CANDIDATES

(Articles 11 and 11a of the Staff Regulations and
Articles 11 of the Conditions of Employment of Other Servants- CEOS)

This questionnaire aims at allowing the Appointing Authority/Authority Empowered to Conclude Contracts of Employment to identify potential or actual conflicts of interest in relation to the specific position offered and the appropriate measures to be adopted, if any.

This questionnaire does not exempt candidates from complying with all the ethics obligations imposed on them upon recruitment.

Once this form has been finalised copy will be transmitted to Unit HR.B.1 for insertion in the personal file.

In case of potential conflict of interest copies will be also transmitted to Unit HR.A.2, to the HR Unit of the Directorate-General offering the position and to the candidate's immediate superior.

THE POSITION OFFERED-

TO BE FILLED IN BY HR.A.2

Vacancy notice No:

Administrative status of the position offered: official/temporary agent¹

Grade of the position offered:

DG, Directorate, unit:

Name of the immediate superior:

¹ Delete as appropriate.

PART I

TO BE FILLED IN BY THE CANDIDATE AND TO BE RETURNED TO HR.A.2

SURNAME/FIRST NAME:

Address for correspondence:

Home telephone number:

Work telephone number:

E-mail address:

If applicable, applicant number in any European Union competitions/selection procedures:

ASSESSMENT BY THE CANDIDATE OF ANY POTENTIAL OR ACTUAL CONFLICT OF INTEREST

In your opinion, do you have any personal interest, in particular a family or financial interest, or do you represent any other interests of third parties which would actually or potentially impair your independence in the course of your duties in the specific position offered at the Commission and which may thus lead to any actual or potential conflict of interest relevant to that position?

YES ☐ NO ☐

If yes, please detail:

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Declaration

I hereby certify that the information provided in this form is correct and complete and that my curriculum vitae is duly updated. I will immediately inform the Appointing Authority/ Authority Empowered to Conclude Contracts of Employment of any change in my situation, or of any new relevant information I may receive which could cause a breach of the Staff Regulations/CEOS. I am aware that any false declaration may result in the cancellation of the recruitment process or, after recruitment, in disciplinary sanctions.

Signature of the candidate:

Date: .. / .. / ..

PER.ID.:
JOB NUMBER:
NAME OF THE CANDIDATE:

FOR USE BY THE ADMINISTRATION ONLY

PART II

**OPINION OF THE SERVICE REQUESTING THE RECRUITMENT² BASED ON THIS FORM AND ON
THE (UPDATED) CV PROVIDED BY THE CANDIDATE**

1. ☐ No identification of personal interest by the candidate and confirmed by the service requesting the recruitment
 - If the candidate **has not identified** any personal interest, in particular a family or financial interest, or representation of any other interests of third parties which may, in his view, lead to an actual or potential conflict of interest and if you, as the service requesting the recruitment, confirm that opinion, **this form is considered as finalised and will not be assessed by the Appointing Authority/ Authority Empowered to Conclude Contracts of Employment.**

2. ☐ Identification of personal interest by the candidate, but no (risk of) conflict of interest identified by the service requesting the recruitment
 - If the candidate **has identified** any personal interest, in particular a family or financial interest, or representation of any other interests of third parties which may, in his view, lead to an actual or potential conflict of interest, please explain why you, as the service requesting the recruitment, believe there is no (risk of a) conflict of interest.

3. ☐ (Potential) conflict of interest identified by the service requesting the recruitment
 - Describe the personal interests which would actually or potentially impair the candidate's independence in carrying out his 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.

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

² The appropriate staff member(s) responsible for determining the opinion of the service requesting the recruitment shall be decided at the level of each Directorate-General.

PER.ID.:
 JOB NUMBER:
 NAME OF THE CANDIDATE:

- 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: .. / .. / ..