**Declaration of non-conflict of interests with the Handicap International / Humanity & Inclusion (HI) network**

I, the undersigned, {Insert Last Name and First Name},

* representing the legal entity {Insert Name} registered in the trade and companies register under number {Insert legal registration number}, in (country/city)
* where I am {Insert job title},

Or

I, the undersigned, {Insert Last Name and First Name},

* a freelance worker, registered in the trade and companies register, in (country/city)
* under number {Insert legal registration number},

Hereby declare:

**1**) That no person connected to my company (shareholder, employee, director) has any personal interests or indirect links with members or representatives of HI (through a spouse by marriage, *PACS* [civil partnership] or cohabitation, or a member of my family: first degree direct ascendant or descendant and their spouse).

**2)** That I do not exercise any mandates and/or functions in other public, quasi-public or associative bodies, or public or private companies that have established a partnership or service provision agreement with the HI network.

**3)** That in the event that I have other ongoing agreements for the provision of services or the delivery of goods to a division or association of the HI network, I have declared them in the table below:

|  |  |  |
| --- | --- | --- |
| Agreement reference no. | Nature of the agreement | Value |
|  |  |  |
|  |  |  |
|  |  |  |

**4)** That I am aware that HI managers and employees involved in or informed of market surveys and tenders are bound by confidentiality and are strictly forbidden from:

* + transmitting any information relating to such surveys and tenders, other than that which has been made public;
  + disclosing information from tender application files;
  + entering into negotiations with candidate companies;
  + requesting and accepting commissions, gifts or personal benefits of any kind.

And I am aware that in the event of a breach of the rules, any attempt to influence, or preferential treatment:

* the contract award procedure may be annulled, and sanctions and legal proceedings may be brought against my company if it is involved in the irregularities;
* the active or passive involvement of HI employees may result, depending on the circumstances, in managerial sanctions, the termination of their employment contract without compensation or benefits, and legal action against them.

As such, I declare:

**5)** That neither my company nor I have consented to, sought, solicited, or accepted, any benefit from anyone, directly or indirectly, as an incentive or reward relating to this contract.

**6)** That the legal entity I represent or that my activity as a freelance worker does not have any direct or indirect interest in the exclusion sectors determined by HI in any form whatsoever, with particular regard to investments in the production of mines and cluster munitions, the production or trade of weapons (mines, cluster munitions, conventional weapons or components) and in activities relating to the narcotics, regulated product and alcohol or tobacco production sectors.

**7)** In case of doubt or any change likely to place me in a situation of conflict of interest in the context of the award or performance of this contract, I undertake to inform HI’s logistics department without delay.

Last name, First name of the signatory: Date:

Position: Signature: