**Declaration relating to Conflicts of Interest**

**with the Handicap International / Humanity & Inclusion (HI) network**

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

* representative of the legal entity {Insert Name}, registered with the Trade and Companies Register under number {Insert legal registration number}, in {Country/City},
* within which I hold the position of {Insert job title},

Hereby declare on my honour:

**1°**) That no person affiliated with my company (shareholder, employee, manager) has any personal interests or indirect links with members or representatives of HI (through a spouse by marriage, civil partnership or cohabitation, or a family member: direct ascendant or descendant in the first degree and their spouses).

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

**3°)** That, should there be any other ongoing service contracts or supply contracts with a department or association of the HI network, I declare them in the table below:

|  |  |  |
| --- | --- | --- |
| Contract reference | Nature of the contract | Contract ammount |
|  |  |  |
|  |  |  |
|  |  |  |

**4°)** That I am informed that HI managers and employees involved in or informed about market studies and calls for tenders are bound by confidentiality and are formally prohibited from:

* transmitting any information relating to the tender other than that which has been made public.
* disclosing information from application files.
* entering negotiations with bidding companies.
* requesting or accepting commissions, gifts or personal benefits of any kind.

And I am aware that, in the event of a breach of the rules, attempted influence or favoritism:

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

Accordingly, I declare:

**5)** That my company or I have not granted, sought, attempted to obtain, or accepted any advantage from anyone, directly or indirectly, as an incentive or reward related to this contract.

**6)** That the legal entity I represent has no direct or indirect interests in the exclusion sectors defined by HI in any form whatsoever, including in particular investments in the production of landmines and cluster munitions (CBM), the production or trade of weapons (landmines, CBM, conventional weapons or components), and activities related to narcotics, regulated products, or the production of alcohol or tobacco.

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

Name, First Name of the signatory: Date:

Position : Signature :