FORM 01 ISSUED FOR USE 05|17 MARCH 2020

CONFIDENTIALITY AND CONFLICT OF INTEREST STATEMENT

Each member of the selection panel (including those attending tender openings, reviewing tender submissions, attending interviews or generally assisting the panel) must complete and sign a Confidentiality and Conflict of Interest Statement.

Title (‘the Subject’): Tender Evaluation of the ………………………… package for ……………………..

*Consultant/Contractor School/Project*

I, ……….……………………………………………………………………………………………………………........

*Name*

of …………………………………………………………………………………………………………………………

*Address*

declare that to the best of my knowledge, I confirm that I am fully aware of my obligations to keep confidential all confidential information to which I have access in connection with the following suppliers:

1. ……………………………………………………… 2. …………………………………………………………

3. ……………………………………………………… 4. …………………………………………………………

5. ………………………………………………………. 6. ………………………………………………………… I also declare that to the best of my knowledge I do not have:

* any financial interest in the Subject;
* any relatives or friends with a financial interest in the Subject;
* any personal bias or inclination which would in any way affect my decisions in relation to the Subject; or
* any personal obligation, allegiance or loyalty which would in any way affect my decisions in relation to the Subject.

(a “conflict”), except as set out below:

1. …………………………………………………………………………………………………………………………

2. …………………………………………………………………………………………………………………………

3. …………………………………………………………………………………………………………………………

4. …………………………………………………………………………………………………………………………

5. …………………………………………………………………………………………………………………………

6. …………………………………………………………………………………………………………………………

7. …………………………………………………………………………………………………………………………

8. …………………………………………………………………………………………………………………………

I undertake to make a further declaration detailing any conflict, potential conflict or apparent conflict which may arise during the contract period. Should any conflict appear to compromise me, I agree to abstain from any related decision/s involving the subject.

I shall inform the VSBA of any matter connected with the Subject that may give rise to an actual or potential conflict of interest.

Name: ………………………………………………………… Signature: …………………………………….

Date: …………………………………………..

**Document owner**: Victorian School Building Authority, Department of Education and Training