



Conflict of interest form

A conflict of interest is a situation in which a SCEC Consultant is in a position of trust but has competing professional or personal interests. Such competing interests can make it difficult for a SCEC Consultant to fulfil duties impartially, and could potentially influence the performance of their duties and responsibilities.

Conflicts of interest may be real or apparent:

- Real: where a direct conflict exists between current duties as a SCEC Consultant and existing private interest. For example, SCEC considers being both an employee of a Type 1 SAS supplier and a SCEC Consultant to be a conflict of interest.
- Apparent: where it appears or could be perceived that private interests are improperly influencing the performance of duties, whether or not that is actually the case. For example, SCEC considers being both a government employee, or an employee/owner of a SCEC-endorsed security product manufacturer/supplier, and being a SCEC Consultant to be a potential conflict of interest and would preclude a person from being accepted into the scheme.

SCEC takes any real or apparent conflicts of interest seriously and handles all declarations confidentially. Applicants deemed by SCEC to have a real or apparent conflict of interest in performing the role of a SCEC Consultant may be excluded from participating in the scheme.

Conflict of Interest Examples

The following are by no means the only examples or tests of 'Conflict of Interest' but are provided to demonstrate some typical conflicts that should be reported.

- A Consultant who advises a Commonwealth department in developing the procurement strategy for a major project is discovered to be on the board of a private company which actively campaigns for more private sector involvement in that particular project.
- A Consultant engaged by a Commonwealth department to develop an assessment matrix for a procurement project is also retained by one of the bidders for that project to advise on its bid.
- A Consultant is engaged by a Commonwealth department to perform the value-for-money evaluation for a procurement project and has an interest in a party which has tendered for that project. That Consultant could be considered to have a greater ability to potentially influence the final outcome than another adviser engaged to complete a limited modelling assignment on the same project.

Guiding principle–Uncertainty on what to disclose

Where there is any doubt, the Consultant should declare all disclosure events to the SCEC and the agency that has engaged the SCEC Consultant.

SCEC Security Zone Consultant CONFLICT OF INTEREST DECLARATION	
Please complete your answers in block letters.	SCEC Consultant Number:
I, (Insert full name)	Of (address)
Confirm that I have read the SCEC Security Zone Consultant's Guidelines for Disclosure of Interests	And declare that, other than those conflicts identified below, to the best of my knowledge and belief: <ul style="list-style-type: none"> neither myself nor members of my immediate family stand to gain an advantage from the advice I will provide or am providing to the Commonwealth (other than through the salary, fee, or other remuneration being paid to me or my employer directly by the Commonwealth for the provision of that advice), and no other circumstances exist which could prevent me from advising the Commonwealth in an objective manner.
I hereby declare the following Conflict of Interest: (Please check all that apply)	NO CONFLICT <input type="checkbox"/> REAL <input type="checkbox"/> APPARENT <input type="checkbox"/>
Please provide a brief outline of the nature of the conflict(s) [Please attach separate sheet if space insufficient]	
Signed: Date:	Hereby agree to: Update this disclosure throughout the period of my SCEC endorsement; and Comply with any conditions or restrictions imposed by the Commonwealth to manage, mitigate or eliminate any apparent conflict of interest.

Please return signed form to:

Chair Security Construction and Equipment Committee
GPO Box 1508
Canberra ACT 2601

or email to t4ps@t4.gov.au.