



Candidate Declaration Form

As part of our appointment process we need to consider potential conflicts of interest, political activity and other information that will impact on candidate's ability to perform within the role of arbitrators for any of our free trade agreements. This will not affect your performance in the assessment process; however, this will be taken into consideration when deciding suitability for appointment to individual free trade agreement rosters. If appropriate, we may contact you to seek more information in relation to disclosures made throughout the process to establish how you would address any potential issues should you be successful in your application.

In addition to the candidate declaration form the Department for International Trade will undertake due diligence checks on all shortlisted applicants. Due diligence checks will include social media and internet searches. Information obtained through these checks will be considered as part of the selection process.

Declaration

I declare that the information supplied in my application, including that referring to conflicts of interest, political activity and personal conduct, is correct to the best of my knowledge. I have also read the job advert and can confirm that I am eligible to be considered for this appointment. I also certify that I will immediately inform the Department for International Trade of any changes in circumstances that affect the answers I have given.

Signature:

Date:

If you would prefer to have a confidential discussion on potential conflicts of interest issues, please contact ArbitratorsEOI@trade.gov.uk.

SECTION 1 Personal Details

Title:

Forename(s):

Surname(s):

Address for correspondence:

Primary contact number:

Email address:

SECTION 2 – Public Appointment post.

Public Appointments held

Do you hold any public appointments?

Yes No (if yes, please provide further information below)

Role and body	Date of appointment

SECTION 3 – Conflicts of Interest

If you have any interests that might be relevant to this appointment and which could lead to a real or perceived conflict of interest, should you be appointed, please provide brief details below.

Do you consider yourself to have a real or perceived conflict of interest in relation to this role?

No Yes (if yes please provide details below)

.....

Section 4: Significant political activity

Significant political activity is defined as being employed by a political party, holding significant office in a party, standing as a candidate for a party in an election, having publicly spoken on behalf of a political party or having made significant donations or loans to a party. Significant loans and donations are those of a size which are reported to the Electoral Commission, in line with a central party's reporting threshold.

Have you undertaken any significant political activity for a political party in the past five years?

No Yes (If yes, please indicate below for which party/parties)

.....

Section 5: Personal Conduct

If there is anything relevant to your suitability as an appointee – for example any criminal convictions, bankruptcy or anything which could impact on public confidence on your suitability, please provide brief details below:

No Yes (If yes, please provide brief details below)

.....

Section 6 References

Please provide below the name and contact details of two people who may be asked to act as referees for you. They will be expected to have authoritative and personal knowledge of your professional achievements/competencies.

We will only approach your referees if you are invited to interview.

Referee 1

Name:

In what capacity and over what period has the individual known you?

Primary contact number:

Email address:

Referee 2

Name:

In what capacity and over what period has the individual known you?

Primary contact number:

Email address:

Section 7 Future Roster Appointment Opportunities

Should you be successful at interview, but not appointed we would like to retain a copy of your CV and contact details so that we can contact you when new opportunities become available in future which we feel you may be suited to.

I give my consent for my application to be kept on record for two years and to be contacted in future.

Yes No