

## 4AL Disclosure of Conflict of Interest Form

These can be financial (a financial interest) or non-financial (a personal or professional interest that is not financial).

### **Financial interests**

This relates to any financial benefits to you (direct interests) that may be considered relevant to the 4AL. This includes anything of monetary value, such as payments for services, equity interests (including stocks, stock options, shareholdings, or other ownership interests), and intellectual property rights (including patents, copyrights, and royalties arising from such interests). This includes payments for speaking engagements and sitting on advisory boards, as well as personal payments from the commercial sector.

### **Non-financial professional and personal interests**

This relates to any non-financial professional or personal benefit, or non-financial issue that could affect your perceived objectivity. This includes being an advocate for a particular group or a member of a lobbying group or holding a position of authority in a professional organisation, university, charity, community group or advocacy group.

### **INDIRECT INTERESTS**

In this section, we ask about circumstances where there is, or could be perceived to be, an opportunity for a third party closely associated with you to benefit.

Indirect interests can arise from close relatives, partners, friends or associates, as well as from employers, and include scenarios where you are participating in guideline development representing a particular organisation.

(Tick appropriate)

\_\_\_\_\_ I have no conflict of interest to report.

\_\_\_\_\_ I have the following conflict of interest to report.

Description of Conflict:

Provide a detailed description of the conflict, including any relevant information about relationships, financial interests, or external affiliations that could impact impartiality.

Potential Impact:

Describe how the conflict may impact decision-making, actions, or relationships within the organisation.

Acknowledgement:

I understand that the information provided in this disclosure is confidential and will be handled with discretion. I acknowledge my responsibility to disclose conflicts of interest promptly and accurately.

Sign and date

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6. Submit to the Secretary, who has to inform the steering committee members within one working week.

(Adapted from Charities Regulator and HES, 2025 version 1.0, by Larisa Schmit)