



SUPPLIER CONFLICT OF INTEREST FORM



1.0. CONFLICT OF INTEREST PRINCIPLES

Conflicts of Interest (Col) can take many shapes and forms. Conflict of interest is a set of circumstances that creates a risk that professional judgement or actions regarding a primary interest will be unduly influenced by a secondary interest.

Primary interest refers to the principal goals of the profession or activity, such as the protection of clients, the health of patients, the integrity of research, and the duties of public office.

Secondary interest includes personal benefit and is not limited to only financial gain but also to such motives as the desire for professional advancement, or the wish to do favours for family and friends. These secondary interests are not treated as wrong in and of themselves but become objectionable when they are believed to have greater weight than the primary interests do.

Conflict of Interest most commonly arises when an individual associated with the project has interests which are divergent or incompatible with the project, and/or when an individual seeks to derive personal benefit for themselves or related parties as a result of their involvement in the project. The underlying risk is that anyone who is putting the interests of themselves or a third party before the interests of the project, the client and the implementing agency, takes decisions or actions which may be to their benefit and may cause damage to all concerned.

CRSO takes conflict of interest very seriously and has put in place systems and procedures to reduce risk of conflict of interest at corporate and project levels, including those related to recruitment, subcontracting and procurement.

For the avoidance of doubt, if you are in any way acting for or on behalf of CRSO, all aspects of conflict of interest policy applies to you.

2.0. ANNEX1. Supplier due diligence form

Supplier Information

Full Name of Company:	
Registered Company Contact Details (address, phone number, email etc.):	
Company Registration Number:	

Prior Conduct

Has the Company or any of the individuals working for or governing the Company, ever been accused or convicted of any of the following offences (if yes, please give details):	
Bribery (including offences under the UK Bribery Act 2010):	☐ Yes ☐ No
Fraud:	☐ Yes ☐ No



Corruption:	☐ Yes ☐ No
Sexual offences	☐ Yes ☐ No
Breaches of employment law including in relation to discrimination, equal opportunities, or child labour:	☐ Yes ☐ No
Participation in a criminal organisation:	☐ Yes ☐ No
Offences under the UK Counter Terrorism Act 2008:	☐ Yes ☐ No
Breaches of the UK Official Secrets Act 1911 to 1989:	☐ Yes ☐ No
Breaches of the Data Protection Act:	☐ Yes ☐ No
Offences related to non-payment of tax or social security contributions:	☐ Yes ☐ No
Offences related to distortion of competition, or collusion:	☐ Yes ☐ No
Are there any international sanctions against the company?	☐ Yes ☐ No
Has the Company been dismissed from a professional position as a result of gross negligence or misconduct?	☐ Yes ☐ No

Conflict of Interest

Is anyone working for or governing the Company a close relative of a staff of CRSO in the country of assignment:	☐ Yes ☐ No <i>If 'Yes', please provide detail</i>
Has anyone working for or governing the Company been involved in the preparation of the procurement procedure for the project in question?	☐ Yes ☐ No <i>If 'Yes', please provide detail</i>
Has anyone who works for or governs the Company worked for SF, CFK or any other CRSO partner in the past 2 years?	☐ Yes ☐ No <i>If 'Yes', please provide detail</i>
Please disclose details of any business, financial, personal or professional activities or connections which might be considered to have a potential to give rise to a Conflict of Interest with your Company, or anyone working/governing the Company, in connection with CRSO and/or this contractual agreement. <i>If there is a potential conflict of interest, please state how this conflict of interest could be avoided.</i>	

References

Please provide two professional references from roles performed in the last two years that are relevant to the assignment



Reference name:	
Position:	
Contact details:	
Reference name:	
Position	
Contact details	

Declaration

I declare that to the best of my knowledge the answers submitted in this questionnaire are correct.

I understand that the information will be used to assess the Company's suitability to be engaged as a supplier by CRSO.

I accept that, to verify the information provided in this form, CRSO may request further supporting evidence from the Company or may engage a third party to verify the information provided, within the scope of relevant laws and regulations including those related to data protection.

I understand that failure to answer all relevant questions fully or to provide false/misleading information may result in CRSO withdrawing their partnership with the Company.

Name of signatory:	
Signature:	
Position in the Company	
Date:	

