



**SNAP PARENT CARER FORUM**  
CENTRAL BEDFORDSHIRE

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**Declaration of  
Conflict or Duality of Interest**

As a representative of SNAP PCF I have set out below my interests. To the best of my knowledge, the information is complete and correct. I undertake to update as necessary the information provided, and to review the accuracy of the information on an annual basis. I give my consent for it to be used for the purposes described in the Conflict or Duality of Interests and Hospitality Policy and for no other purpose.

Please provide details of nature of interest:

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Name: .....

Signed.....Date.....

**Guidance Notes for Completion of**

**Declaration of Conflict or Duality of Interest Form**

When completing this form please try and view it from the point of view of an outsider looking in. If the general public knew of this particular relationship, ownership or gift, would they construe (even unfairly) that some personal benefit had or might accrue to you? You need to consider assets, relationships and roles.

For example: Am I or a close family member a director of another concern which might appear to compromise my ability to act impartially for SNAP PCF and gain

some benefit for me personally, or the forum or other organisation I closely work with?

Please update between the annual check if some material change occurs.

**Examples that should be included in the register of interests**

1. Current employment/any previous employment in which you continue to have a financial interest
2. Appointments (voluntary or otherwise) e.g. trusteeships, directorships, local authority membership, tribunals, regular freelance commissioners etc.
3. Membership of any professional bodies, special interest groups or mutual support organisations
4. Where your own organisation, or another you work with closely, is directly benefiting through funding
5. Any competitive tendering process where you might have divided loyalties between your role as a representative of SNAP PCF and your role as employer, employee, representative, volunteer or member.
6. If necessary the Director and Participation Manager may seek further information or clarification about the real or potential conflict or duality of interest.