



Declaration of interests by a member of the Management Board¹

The purpose of this declaration, to be filled in by members of the Management Board, is to identify any potential or actual conflict of interest of members in relation to their membership and to allow the Translation Centre to take the appropriate measures, where necessary. The signed original declaration will be kept by the Director, and a copy will be given to the member.

PART TO BE FILLED IN BY THE MEMBER

In your opinion, do you have any personal interest, in particular a family or financial interest, or do you represent any other interests of third parties, which would actually or potentially impair your independence in the course of your duties as member of the Management Board of the Translation Centre for the Bodies of the European Union and which may thus lead to any actual or potential conflict of interest relevant to that position?

YES NO

If yes, please give details:

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I hereby certify that the information provided in this declaration is correct and complete. I will immediately inform the Chairman of the Management Board and the Director of the Translation Centre of any change in my situation, or of any new relevant information I may receive which could cause a breach of trust towards the Translation Centre. I am aware that any false or incorrect declaration may result in my exclusion from the Management Board.

Name: JAMES RAMSAY

Date: 12/10/21

Signature:

¹ Any personal data shall be processed pursuant to Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (Regulation 45/2001). Such data shall be processed solely for the purposes of this procedure without prejudice to possible transmission to the bodies charged with monitoring or inspection tasks in application of European Union law.



WHAT IS A CONFLICT OF INTEREST?

A conflict of interest is the situation in which a member¹ of the Management Board is in a position to exploit his membership of the Board for his personal benefit or that of a third party.

A conflict of interest may, as a consequence, lead to a situation in which the impartiality and objectivity of a decision or opinion of the Translation Centre is or may be considered to be compromised by a personal or professional interest held or entrusted to a member of the Management Board.

BASIC PRINCIPLES

1. Board members shall act with integrity and discretion and avoid any situation liable to give rise to personal conflicts of interest.
2. Board members shall declare all interests that could have an impact on their independence. When declaring these interests, any interests of household members, e.g. spouse, partner or children living at the same address, relating to the Centre's activity shall also be declared.
3. Board members shall not apply for or accept, from any source, any advantage – direct or indirect – such as gifts or hospitality not in line with the Guidelines on gifts and hospitality, that is in any way related to their role as member of the Management Board.
4. Board members shall immediately inform the Chairman and the Director of the Centre of any new interests they should declare.
5. Interests may include employment with full or part ownership of a company, financial interests in a company or undertaking an advisory role for a company.

GENERAL INFORMATION

- Examples of situations that constitute a (potential) conflict of interest:
 - Interest in a company involved in procurement procedures organised by the Centre, i.e. in the field of translation, information technology and other services.
 - Interest in a company that has signed a contract with the Centre.
- The declaration of interests covers the period of two years before joining the Management Board, the duration of the mandate and the two years following departure from the Board.
- The signed originals of the declarations of interests will be kept by the Director.

¹ Any reference made to members of the Management Board also includes alternate members.