ANNEXE 3 – DECLARATION OF ABSENCE OF CONFLICT OF INTERESTS AND OF CONFIDENTIALITY

**Conflict of interests**

I, the undersigned [*FAMILY NAME, first name*], with ID or passport number [*insert number*], having been appointed as an expert for the call for Expressions of Interest to Set up a List of External Experts to Evaluate Applications Participating in the 2024 Edition of the New European Bauhaus Prize Competition, declare that I do not fall under any of the following circumstances in which a conflict of interests might exist. I confirm that, if I discover before or during the performance of my tasks that a conflict of interests exists, I will declare it immediately to the contracting party.

**1. Disqualifying conflict of interests:**

* Direct benefit in case of advice on development of a new policy;
* Involvement in the preparation of the application(s);
* Direct benefit in case of acceptance of the application(s);
* Close family relationship with any person representing a participating organisation in the application;
* Director, trustee or partner of a participating organisation;
* Current employment by a participating organisation;
* Current involvement in a contract or collaboration with a participating organisation;
* Any other situation that compromises my ability to evaluate the application impartially.

**2. Potential conflict of interests:**

* Employment by one of the participating organisations within the previous three years;
* Involvement in a contract or collaboration with a participating organisation within the previous three years;
* Any other situation that could cast doubt on my ability to evaluate the applications impartially, or that could reasonably appear to do so in the eyes of a third party (*Ex. Past or current personal relationships, nationality, political affinity, etc.).*

I hereby declare that I fall under one or more of the above circumstances (please specify which and explain)\*:

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*\*Ex. In case of employment by a structure including different departments or institutes, please specify the degree of autonomy between them.*

I hereby declare on my honour that the disclosed information is true and complete to the best of my knowledge.

**Confidentiality and personal data protection**

I confirm that I have read, understood and accepted the code of conduct for experts established in Annex 1 to the contract sent by the contracting party.

I also confirm that I will keep all matters entrusted to me confidential and will process the personal data I receive only for the purposes of the performance of the present contract. If unnecessary or excessive personal data are contained in the documents submitted during the implementation of the contract I will not process them further or take them into account for the implementation of the contract. I will not communicate outside the panel or the expert’s group any confidential information that is revealed to me or that I have discovered. I will not make any adverse use of information given to me.

Expert: [*insert full name*]

Date:

Signature:

*The declaration is to be signed with:*

1. *Electronic signature (recommended option):*

*In case you have the possibility to sign the declaration using a qualified electronic signature (QES), please have it signed electronically. Please note that only the qualified electronic signature (QES) within the meaning of Regulation (EU) No 910/2014 (eIDAS Regulation) will be accepted.*

*Before sending back your electronically signed document, please check the signature and validity of the certificate with one of the following tools:*

* *DSS Demonstration validation tool available at* <https://ec.europa.eu/cefdigital/DSS/webapp-demo/validation>*can help you check the validity of a certificate by indicating the number and type of valid signatures in a document.*
* *EU Trusted List Browser can be consulted in order to check whether the electronic signature provider and the trust service it provides are part of European Union Trusted List:* [*https://esignature.ec.europa.eu/efda/tl-browser/#/screen/home*](https://esignature.ec.europa.eu/efda/tl-browser/#/screen/home)

*To make sure you use a QES compliant to eIDAS Regulation, you need to check that both the service provider and the qualified certificate generation service used are included in the EU Trusted List Browser.*

1. *Handwritten signature:*

*In case you do not have the possibility to sign the declaration using a qualified electronic signature (QES), please fill it in electronically, then print it and signed and dated it using a hand-written signature.*