



Private Interests Declaration

Omission of any information below will delay the progression of the appointment to the approval stage.

Please answer the following questions as they apply to your personal circumstances. **If you answer 'yes' to any question, please provide details in the provided attachment to this form, signed and dated.** Please note that answering 'yes' to any question does not necessarily preclude you from being appointed.

Position title:

Organisation name:

Question	Answer	
1. Are you, or have you been, including as a partner, company director or other office holder: a. the respondent or defendant in any civil or criminal court action, b. charged with a criminal offence, or c. the subject of a court order?	Yes	No
2. Do you have any disclosable criminal outcomes (including convictions and other findings of guilt, other than those protected by the Spent Convictions Scheme - see Part VIIIC of the Crimes Act 1914)?	Yes	No
3. a. Have you ever been declared bankrupt, entered into a debt agreement under Part IX of the Bankruptcy Act 1966 (the Bankruptcy Act) or entered into a personal insolvency agreement under Part X of the Bankruptcy Act?	Yes	No
b. If you are or have ever been in a professional partnership, have any of your partners ever been declared bankrupt, entered into a debt agreement under Part IX of the Bankruptcy Act or entered into a personal insolvency agreement under Part X of the Bankruptcy Act?	Yes	No
4. Has any business or commercial enterprise you have been responsible for ever gone into receivership, insolvency or a similar scheme or arrangement?	Yes	No
5. Have you ever been summonsed or charged concerning non-payment of tax or outstanding tax debts, investigated for tax evasion or defaults, or negotiated with the Australian Taxation Office over outstanding tax debts?	Yes	No

Question	Answer	
6. a. To your knowledge, have you ever been the subject of a complaint in connection with your professional or voluntary role(s)?	Yes	No
b. To your knowledge and subject to any legal prohibitions on disclosure, have you been subject to any investigation, inquiry or review, either in connection with your professional or voluntary role(s), or by a Commonwealth, State or Territory authority?	Yes	No
c. Have you ever been dismissed from employment, or faced any employment-related administrative action, for example, on disciplinary or misconduct grounds?	Yes	No
7. a. Are you currently:	Yes	No
- the director of a company; - on a board of any organisation; and/or - engaged in other professional activities (including advisory, not-for-profit, or in a voluntary capacity)?		
b. Are you currently employed by any of the below on a full time or part-time basis:	Yes	No
- the Commonwealth; - a State or Territory Government; - the Administration of a Territory; and/or - a public statutory corporation or incorporated company owned by the Commonwealth?		
c. If you answered yes to 7a or 7b, do you intend to retain these roles if your appointment is approved?	Yes	No
8. a. Are any members of your family, or other close affiliations, employed or engaged by any company or business which might have dealings with, or an interest in the decisions of, the office to which you may be appointed?	Yes	No
b. Do you or your family, or other close affiliations, have any financial interest in any company or business which might have dealings with, or an interest in the decisions of, the office to which you may be appointed?	Yes	No
9. Are you a lobbyist registered on the Australian Government's Lobbyists Register or the register of a state or territory?	Yes	No
10. Is there any other disclosable information which could be relevant to your suitability for the appointment, or other information that should be disclosed to the Government prior to appointment?	Yes	No

Assurance

I declare that, to the best of my knowledge, the information provided is true and correct.

I declare that, to the best of my knowledge, my private, business and financial interests, including taxation affairs, would not conflict with my public duties (other than as detailed above) or otherwise cause embarrassment to myself or to the government during my term of appointment, nor am I aware of any matter involving me that would bring the office into disrepute.

I undertake to advise the responsible Minister, chair, or other appropriate authorities of any actual, potential or perceived conflict of interest during my term of appointment, and avoid or manage such conflicts in accordance with my responsibilities under this appointment.

Name:

Date

Signature

Privacy notice and consent

The privacy and security of your personal information is important to us, and is protected by law.

We seek your consent to collect, use and disclose your personal information to inform the Government's consideration of your appointment. Any personal information you choose to provide is collected and used to advise the Government on your appointment.

For the same purposes, we may provide this information to other Australian Government entities, where necessary, to support consideration of your appointment. In particular, this information may be shared with previous Australian Government employers to obtain information about your previous positions.

The personal information we may collect from you could include your sensitive information (as defined within the [Privacy Act 1988](#) (Cth)).

Providing your personal information is voluntary. If you choose not to provide us with your information and/or with your consent, this may impact your eligibility to be appointed.

The collecting department and other Australian Government entities will not use or disclose the information collected from you, other than for the purposes for which we have collected it, unless you have provided consent for us to do this or we are authorised or required to do so by law.

For further information about how the information you provide will be handled and protected, including how you can request access to or correct the personal information held about you, and who to contact if you have a privacy enquiry or complaint, please contact the collecting department.

Name:

Date

Signature

Private interests declaration attachment

Please provide details for all 'yes' answers to any questions on the private interests declaration form – ensure to specify the corresponding question.

Detailed response

Attachment assurance

I declare that, to the best of my knowledge, the information provided is true and correct.

Name:

Date

Signature

Further Information

