



EU Reference Centre for Animal Welfare *Ruminants & Equines*

Conflict of Interest Policy

The independence of the EU Reference Centre for Animal Welfare (EURCAW) is very important, given the requirement in Article 95(3) of the Official Controls Regulation (2017/625) to act impartially as regards the exercise of the tasks as EURCAW. In particular, given that EURCAW supports and assists the Commission and Member States in the conduct of official control activities, operators who may be the subject of official controls in the area covered by the EURCAW must not be in a position to directly or indirectly influence the technical and scientific advice and recommendations from the EURCAW.

Given the requirement to act impartially in the exercise of the tasks, it is essential for EURCAWs to have robust mechanisms in place to identify and manage potential conflicts of interest with private or public companies or organisations.

To fulfil these criteria EURCAW *Ruminants & Equines* has created a Conflict of Interest Disclosure Form (Annex I) and a systematic and fair process should a conflict of interest or perception of such conflict occur.

1. The Conflict of Interest Disclosure Form is signed annually by each member of the EURCAW Management Team including secretariat and content managers.
2. The Conflict of Interest Disclosure Form is renewed in the beginning of each calendar year by the active members of the EURCAW Management Team including secretariat and content managers.
3. The Conflict of Interest Disclosure Form must also be signed by everyone involved in the work of EURCAW (e.g. temporary personnel such as collaborators, graphic designers etc.). It is the obligation of each partner institute to make sure their personnel signs the agreement and renews it annually.
4. New members of the Management Team, including secretariat and content managers, and other new personnel must sign the agreement upon starting their work within EURCAW regardless of the time of the year.
5. The agreement can be signed digitally or by hand and is provided in Word and writeable PDF format.
6. The signed forms are uploaded to the Teams platform for EURCAW *Ruminants & Equines* and one copy is stored at the Coordinating Institute.
7. It is the obligation of the secretariat to request the members of the Management Team, including the content managers, in the beginning of each calendar year to sign the agreement and to collect them.
8. The signed Conflict of Interest Disclosure Forms must be presented to DG SANTE upon request.



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Procedure in case of a Conflict of Interest or the perception of such a conflict

1. Each member of the Management Team, including secretariat and content managers, and all other personnel working with EURCAW, is under a continuing obligation to make full disclosure to the Director of the Centre (or designate*) of all situations involving either actual or potential Conflicts of Interest, whenever such situations may arise. The Conflict of Interest Disclosure Form must also be updated promptly.
2. The Management Team will determine whether a Conflict of Interest or the perception of such conflict exists.
3. If the Management Team determines that a Conflict of Interest or the perception of such conflict exists the employee (Team member or other personnel) may be asked to correct or remedy the situation immediately.
4. Depending on the circumstances, the employee (Team member or employee) may be subject to discipline (e.g. from a mere warning to exclusion of the employee from further activities within EURCAW).
5. If needed, DG SANTE may be consulted.
6. Employees who disagree with the decision can deliver an appeal to the Management Team. Appeals will be reviewed promptly and adjustments will be made if considered appropriate.
7. After an (optional) appeal, the decision of the Management Team is final.

* Appointed by the Management Team



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ANNEX I

Conflict of Interest Disclosure Form

Name: _____

Disclosure Statement

Please disclose any personal, financial, or other relationships or interests that could reasonably be perceived as a Conflict of Interest with your responsibilities in EURCAW. Include any situations that might give the appearance of a conflict, even if there is no actual conflict.

1. Do you or any immediate family members have any financial interests (e.g., ownership, stock, employment, etc.) in any company that may be affected by your work in EURCAW?

Yes

No

If yes, please describe: _____

2. Are you involved in any activities (e.g., board memberships, consulting, speaking engagements) that may be perceived as a conflict of interest with your responsibilities?

- Yes

- No

If yes, please describe: _____



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3. Do you receive any compensation (gifts, travel expenses, honoraria, etc.) from any external entities (operators who may be the subject of official controls in the area covered by the EURCAW) that may be affected by your work?

- Yes

- No

If yes, please describe: _____

4. Is there any other information that you believe may be perceived as a conflict of interest

- Yes

- No

If yes, please describe: _____

I hereby certify that the information provided above is true and complete to the best of my knowledge. I agree to update this disclosure form promptly if there are any changes.

Signature: _____

Date: _____