

Declaration of Interest Completion Guide

Understanding how to complete these fields:

In these sections, you are asked to provide more detailed information about possible actual or perceived conflicts of interest. For each section, please select endorsements from the dropdown menus. If in doubt about a possible conflict, it is prudent to err on the side of over-reporting rather than omitting or minimizing possible areas of interest.

PROFESSIONAL SERVICES AND ACTIVITIES SECTION FIELDS

For professional services and activities, the focus is employment status at all entities, starting with the primary position. If you play a fiduciary (decision making) role or have major decision-making elements to your involvement, please report details.





Required Fields		
Employment	Fiduciary Officer	Other Professional Activities
Entity	Entity	Entity
Title	Position Description	Title
Position Description	Compensation Type Other Compensation	Description Compensation Type Other Compensation
	Additional Information	Additional Information

Requested Fields		
Employment	Fiduciary Officer	Other Professional Activities
Start Date	Start Date	Start Date
Additional Information		

FINANCIAL STAKE SECTION FIELDS

The section on financial stake is largely self-explanatory. The interest is investments, such as stocks, over which you have direct knowledge and control. Pooled investment funds, for example, do not need to be reported.




Required Fields			
Stock	Stock Option	Other Securities	Other Business Ownership
Entity	Entity	Entity	Entity

Requested Fields			
Stock	Stock Option	Other Securities	Other Business Ownership
Additional Information 	Additional Information 	Additional Information 	Additional Information 

FINANCIAL SUPPORT SECTION FIELDS

Financial support refers to all grants and contracts supporting your endeavours, including government, not for profit, and for-profit entities.

Required Fields		
Grant / Contract	Travel	Gift
Entity	Entity	Entity

Requested Fields		
Grant / Contract	Travel	Gift
Additional Information 	Additional Information 	Additional Information 

INTELLECTUAL PROPERTY FIELDS

Intellectual property includes any activity for which present or future compensation or royalties may be realized. The primary emphasis is patents, but may also include copyrights, trademarks, and other similar arrangements from which income may be derived.

Requested Fields			
Patent	Trademark	Copyright	Other Intellectual Property
<div>Description</div>	<div>Description</div>	<div>Description</div>	<div>Description</div>
<div>Patent Status</div>	<div>Trademark Status</div>	<div>Additional Information</div>	<div>Additional Information</div>