



منظمة الأغذية  
والزراعة  
للأمم المتحدة

联合国  
粮食及  
农业组织

Food  
and  
Agriculture  
Organization  
of  
the  
United  
Nations

Organisation  
des  
Nations  
Unies  
pour  
l'alimentation  
et  
l'agriculture

Organización  
de las  
Naciones  
Unidas  
para la  
Agricultura  
y la  
Alimentación

## COMMISSION ON PHYTOSANITARY MEASURES

### Second Session

Rome, 26 – 30 March 2007

### Declaration of Interests for Experts within the Framework of the IPPC

### Agenda Item 10.3.3 of the Provisional Agenda

1. The Director General of FAO has required that a declaration of interests form be submitted by all participants attending meetings organized by FAO. This includes meetings organized by the IPPC Secretariat. The FAO declaration of interests had been amended by the International Plant Protection Convention (IPPC) Secretariat to be more useful for IPPC needs.
2. This form was reviewed by the Informal Working Group on Strategic Planning and Technical Assistance (SPTA) and by the Standards Committee (SC). Some questions were raised about the scope of the declaration of interest, in particular whether it is required for attendance at the CPM, subsidiary bodies and other bodies such as the SPTA, expert working groups, technical panels etc. It was also wondered whether the form needed to be signed for every meeting, or only once with notification sent when previously declared interests change.
3. It is proposed that this declaration be used when experts are selected by the IPPC Secretariat alone prior to every meeting the expert would be attending.
4. This declaration would not be needed for nominations selected and/or approved by a government (or their National Plant Protection Organization) or a group of governments (e.g. FAO Regional Groups, Regional Plant Protection Organizations, etc.). Nevertheless, governments have primary responsibility in avoiding situations of conflict of interest and shall exercise due care and diligence when nominating an expert.
5. The CPM is invited to:
  1. *Note* the declaration of interests for experts participating in IPPC meetings form as presented in Appendix 1.

For reasons of economy, this document is produced in a limited number of copies. Delegates and observers are kindly requested to bring it to the meetings and to refrain from asking for additional copies, unless strictly indispensable.  
Most FAO meeting documents are available on Internet at [www.fao.org](http://www.fao.org)

## Appendix 1



## INTERNATIONAL PLANT PROTECTION CONVENTION (IPPC)

**DECLARATION OF INTERESTS FOR EXPERTS**  
**WITHIN THE FRAMEWORK OF THE IPPC**

<Name of subsidiary body, expert working group, technical panel or support group>

<Date and location of meeting>

**Each expert selected by the IPPC Secretariat for the above-mentioned meeting must sign this form as evidence of his/her interests in relation to the meeting.**

Public health considerations and protection of the environment are of primary importance in all Food and Agriculture Organization (FAO) and International Plant Protection Convention (IPPC) technical work. Measures need to be taken to ensure that the best possible assessment of scientific evidence is achieved in an independent atmosphere free of either direct or indirect pressures. Thus, to assure the technical integrity and impartiality of the work within the framework of the IPPC, it is necessary to avoid situations in which financial or other interests might affect the outcome of that work.

Each expert is therefore asked to declare any interests that could constitute a real, potential or apparent conflict of interest, with respect to his/her involvement in the meeting or work, between (1) commercial entities and the participant personally, and (2) commercial entities and the administrative unit with which the participant has an employment relationship. "Commercial entity" refers to any company, association (e.g., trade association), organization or any other entity of any nature whatsoever, with commercial interests.

**What is a conflict of interest?**

Conflict of interest means that the expert or his/her partner ("partner" includes a spouse or other person with whom s/he has a similar close personal relationship), or immediate family (essentially the children, brothers, sisters or parents), or the administrative unit with which the expert has an employment relationship, has a financial or other interest that could unduly influence the expert's position with respect to the subject-matter being considered. An **apparent conflict of interest** exists when an interest would not necessarily influence the expert but could result in the expert's objectivity being questioned by others. A **potential conflict of interest** exists with an interest which any reasonable person could be uncertain as to whether or not it should be reported.

Acting as a representative of a national government does not constitute a conflict of interest.

Different types of financial or other interests, whether personal or with the administrative unit with which the expert has an employment relationship, can be envisaged and the following list, which is not exhaustive, is provided for guidance. For example, the following types of situations should be declared:

1. A current proprietary interest in a substance, technology or process (e.g. ownership of a patent), to be considered in - or otherwise related to the subject matter of - the meeting or work
2. A current financial interest, e.g. shares or bonds, in a commercial entity with an interest in the subject-matter of the meeting or work (except share holdings through general mutual funds or similar arrangements where the expert has no control over the selection of shares)
3. An employment, consultancy, directorship, or other position during the past 4 years, whether or not paid, in any commercial entity which has an interest in the subject-matter

- of the meeting/work, or an ongoing negotiation concerning prospective employment or other association with such commercial entity
4. Performance of any paid work or research during the past 4 years commissioned by a commercial entity with interests in the subject-matter of the meetings or work
  5. Payment or other support covering a period within the past 4 years, or an expectation of support for the future, from a commercial entity with an interest in the subject-matter of the meetings or work, even if it does not convey any benefit to the expert personally but which benefits his/her position or administrative unit, e.g. a grant or fellowship or other payment, e.g. for the purpose of financing a post or consultancy.

With respect to the above, an interest in a competing substance, technology or process, or an interest in or association with, work for or support by a commercial entity having a direct competitive interest must similarly be disclosed.

#### **How to complete this declaration**

This Declaration must be completed and submitted to the IPPC Secretariat at least 21 days before the start of the meeting. Any financial or other interests that could constitute a real, potential or apparent conflict of interest should be declared (1) with respect to yourself or partner, as well as (2) with respect to the administrative unit with which you have an employment relationship. Only the name of the commercial entity and the nature of the interest are required to be disclosed, no amounts need to be specified (though they may be, if you consider this information to be relevant to assessing the interest). With respect to items 1 and 2 in the list above, the interest should only be declared if it is current. With respect to items 3, 4 and 5, any interest during the past 4 years should be declared. If the interest is no longer current, please state the year when it ceased. With respect to item 5, the interest ceases when a financed post or fellowship is no longer occupied, or when support for an activity ceases.

#### **Assessment and outcome**

The information submitted will be used to assess whether the declared interests constitute an appreciable real, potential or apparent conflict of interest. Such conflict of interest will, depending on the situation, result in (1) you being asked not to take part in the portion of the discussion or work affecting that interest, (2) being asked not to take part in the meeting or work altogether, or (3) if deemed by the IPPC Secretariat to be appropriate to the particular circumstances, and with your agreement, you taking part in the meeting or work and your interest being publicly disclosed.

Information disclosed on this Form may be made available to persons outside of the IPPC only when the objectivity of the meeting or work has been questioned such that the Director-General of FAO considers disclosure to be in the best interests of the Organization, and then only after consultation with you.

**Declaration**

Have you or your partner any financial or other interest in the subject-matter of the meeting or work in which you will be involved, which may be considered as constituting a real, potential or apparent conflict of interest?

**Yes:** ☐      **No:** ☐      If yes, please give details in the box below.

Type of interest, e.g. patent, shares, employment, association, payment (including details on any compound work, etc.)	Name of commercial entity	Ownership Belongs to you, partner, immediate family or unit or someone else	Current interest? (or year ceased)

Is there anything else that could affect your objectivity or independence in the meeting or work, or the perception by others of your objectivity and independence?

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I hereby declare that the disclosed information is correct and that no other situation of real, potential or apparent conflict of interest is known to me. I undertake to inform the IPPC Secretariat of any change in these circumstances, including if an issue arises during the course of the meeting or work itself.

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Signature

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Date

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Name

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Institution