

### DECLARATION/CONFLICT OF INTERESTS

An employee of the Herefordshire Council, Home Point and any of its partners **must not** put themselves in a position where their personal or private interests conflict with their employment. Thereby by signing this form you agree not to access information in a work based capacity in relation to an application where you have a personal or private interest e.g. family members, close friends or associates. This includes any paper based and electronically held information e.g. the Abritas system

I declare that I have read and understood the above and hereby declare the following interest/s in connection to an application

<b>Organisation employed by:</b>	<b>Main place/location of work:</b>
<b>Directorate &amp; Department</b>	<b>Home Point Reference (If known)</b>
<b>Your Date of Birth</b>	<b>Your National Insurance Number</b>
<b>Interest being declared</b> <i>(please provide as much information, in the box below, to confirm whether this relates to your personal application for rehousing or whether you have an interest relating to a family/friends application e.g. the type of relationship)</i>	

**Signature:**..... **Date:** .....


**Name** *(please print):*..... **Job Title** .....

**Office use only:**

Verified by:

Home Point Lead..... Date: .....

Name *(please print):*.....

 **Data Protection Act 2018** – The information submitted will be held by the Home Point Lead to comply with policies. This information may be held in both manual and computer form in accordance with the Data Protection Act 2018.