Declaration of  
impartiality and confidentiality[[1]](#footnote-2)  
  
Publication ref:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, the undersigned, hereby declare that I agree to participate in the evaluation of the above-mentioned [tender procedure] [call for proposals]. By making this declaration, I declare that I am aware of the following:

1. Financial persons and other persons involved in budget implementation and management, including acts preparatory thereto, audit or control shall not take any action which may bring their own interests into conflict with those of the European Union.

If such a risk exists, the person in question shall refrain from such action. He or she shall refer the matter to the authorising officer by delegation and inform his or her hierarchical superior. The authorising officer shall confirm in writing whether a conflict of interests exists. Where a conflict of interests is found to exist, the person in question shall cease all activities in the matter. The authorising officer by delegation shall personally take any further appropriate action.

2. For the purposes of paragraph 1, a conflict of interests exists where the impartial and objective exercise of the functions of a financial person or other person, as referred to in paragraph 1, is compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other shared interest with a recipient.

I hereby declare that, to my knowledge, I have no conflict of interest with the operators who have [applied to participate] [submitted a tender] for this contract, including persons or members of a consortium, or the subcontractors proposed.

I confirm that if I discover during the evaluation that such a conflict exists or might exist, I shall declare it immediately to the chairperson of the evaluation committee. In the case that such conflict is confirmed by the chairperson, I agree to cease from participating in the evaluation committee.

I confirm that I have familiarised myself with the information available to date concerning this [tender procedure] [call for proposals], including the provisions of the practical guide relating to the evaluation process.

I shall execute my responsibilities impartially and objectively. I further declare that, to the best of my knowledge, I am not in a situation that could cast doubt on my ability to evaluate the [tender(s)] [application(s)].

I shall maintain the strictest confidentiality in respect of all information acquired as a result of my involvement in the evaluation process of the above-mentioned call, as well as any information relating specifically to the object of this call.

I undertake neither to disclose such information to any person who is not already authorized to have access to such information, nor to discuss it with any person in any public place or where others could overhear it.

I undertake to use this information only in the context, and for the purposes of, the evaluation of this specific call.

I furthermore undertake to comply with data protection principles[[2]](#footnote-3) in case personal data are disclosed or become available in any other way in the context of the evaluation procedure.

After the conclusion of the evaluation I undertake not to retain copies of any written information, as well as any templates or models used in the course of my duties.

I understand that any unauthorized disclosure by me will result in the termination of my role as a member of this evaluation committee and may also render me liable to legal action.

I undertake to maintain this duty of confidentiality after the conclusion of my term as a member of this evaluation committee.

I furthermore undertake to comply with data protection principles in case personal data are disclosed or become available in any other way in the context of the evaluation procedure. Namely, I will process any personal data only for the purposes of this [tender][grant] evaluation procedure[[3]](#footnote-4).

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Done at……………… the ……………………

1. To be completed by all persons involved in an evaluation process including members of the evaluation committee, whether voting (i.e. the evaluators) or non-voting and any observers. [↑](#footnote-ref-2)
2. As set out in Article 4 of Regulation (EU) 2018/1725 of the  European Parliament and of the  Council of 23 October 2018 on the protection  of  natural  persons  with  regard  to  the  processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision  No 1247/2002/EC, OJ L 295, 21.11.2018, p. 39. [↑](#footnote-ref-3)
3. For DIRECT MANAGEMENT: As set out in Article 4 of Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.. [↑](#footnote-ref-4)