|  |  |  |
| --- | --- | --- |
|  | Declaration of interests |  |
|  | Public sector employees (other than chief executives) |  |

Complete this form if you are a public sector employee, who has been directed by your chief executive, or their delegate, to provide a declaration of interest under clause 10.1 or 10.3 of [Declaration of Interests – public sector employees excluding chief executives (Directive 03/24)](https://www.forgov.qld.gov.au/pay-benefits-and-policy/directives-policies-circulars-and-guidelines/declaration-of-interests-public-sector-employees-excluding-chief-executives-directive-0324) and section [88(1) of the *Public Sector Act 2022*](https://www.legislation.qld.gov.au/view/html/inforce/current/act-2022-034#sec.88)(the Act).

A declaration of interests held by an employee, and/or their partner or dependants, must be made about interests the employee has knowledge of.

# Private and in confidence

|  |  |
| --- | --- |
| Full name of employee: |  |
| Public sector entity: |  |
| Date of declaration: |  |

You need to disclose only those interests held by you, your partner and /or dependants about which you have knowledge and that you consider may have a bearing, or be perceived to have a bearing, on your ability to properly and impartially discharge the duties of your office.[[1]](#footnote-1)

Sections of the form that are not relevant to the disclosure of your interests should be left blank.

## Shareholdings in public and private companies

|  |  |
| --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Name of company |
|  |  |
|  |  |
|  |  |

## Family and business trusts and nominee companies

|  |  |
| --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Nature of trust/nominee company |
|  |  |
|  |  |
|  |  |

## Bonds, debentures and like investments

|  |  |  |
| --- | --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Type of investment | Investment body |
|  |  |  |
|  |  |  |
|  |  |  |

## Savings and investment accounts

|  |  |  |
| --- | --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Nature of account | Bank/institution |
|  |  |  |
|  |  |  |
|  |  |  |

## Business Partnerships

|  |  |
| --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Name of business partnership |
|  |  |
|  |  |
|  |  |

## Real estate

|  |  |
| --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Precise address |
|  |  |
|  |  |
|  |  |

## Directorships in or other employment by a public or private company or other business entity (e.g. sole trader)

|  |  |  |
| --- | --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Name of company | Position held |
|  |  |  |
|  |  |  |
|  |  |  |

## Other assets

|  |  |
| --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Description of asset |
|  |  |
|  |  |
|  |  |

## Other substantial sources of income

|  |  |
| --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Source of income |
|  |  |
|  |  |
|  |  |

## Liabilities

|  |  |  |
| --- | --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Nature of liability | Creditor |
|  |  |  |
|  |  |  |
|  |  |  |

## Organisational memberships (this excludes membership of an industrial organisation)

|  |  |  |
| --- | --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Name of organisation | Membership status |
|  |  |  |
|  |  |  |
|  |  |  |

## Other interests where the interest is a close family member, a close personal associate or a former partner of you, your partner or dependant (for further information on other interests for this purpose see clauses 10.9 and 10.10 of Directive 03/24)

|  |  |  |
| --- | --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | **Name of person who is a close family member, a close personal associate or a former partner**  | Relationship of the person who is an ‘other interest’ to the employee for example former partner of the employee’s dependant |
|  |  |  |
|  |  |  |
|  |  |  |

Brief explanation of how this relationship is an interest that creates an actual, perceived or potential conflict of interest that should be declared under Directive 03/24

|  |
| --- |
|  |
|  |
|  |

## Other interests excluding interests mentioned above in relation to where the interest is a close family member, a close personal associate or a former partner of you, your partner or dependant (for further information of these other interests see clause 10.8 of Directive 03/24)

|  |  |
| --- | --- |
| Please specify if this applies to the public sector employee, partner, dependant | Description of interest |
|  |  |
|  |  |
|  |  |

Brief explanation of how this is an interest that the employee considers creates an actual, perceived or potential conflict of interest that should be declared under Directive 03/24

|  |
| --- |
|  |
|  |
|  |

## Other information, which may be of assistance:

|  |
| --- |
|  |
|  |
|  |

### Public sector employee’s certification:

I [insert name] certify that:

1. the information provided in this statement, properly reflects, to my knowledge, my interests and/or the interests of my partner and/or dependants that may have a bearing, or be perceived to have a bearing, on my ability to properly and impartially discharge the duties of my office
2. the information provided is in accordance with Declaration of Interests – public sector employees excluding chief executives (Directive 03/24)
3. a copy of this declaration has been provided to the relevant chief executive or delegate
4. I understand that if there is a change to the interests after giving this declaration, I shall provide a revised version of the statement as soon as possible to the chief executive or delegate, subject to direction by my chief executive or delegate.

### Employee signature:

### Date:

1. Information about your pecuniary and non-pecuniary interests is being collected in accordance with section 88 of the Act. The information will be accessible only by you, the relevant chief executive, a person who has delegated authority to obtain information in relation to this directive, or a person who is required to access declarations of interest in the performance of that person’s duties. Your information will not be given to any other person or agency unless you give permission, or it is required by law. [↑](#footnote-ref-1)