**PRIVATE INTERESTS DECLARATION**

**PRIVACY NOTICE**

The Department of Agriculture, Fisheries and Forestry collects your *personal information*[[1]](#footnote-1), including *sensitive information*[[2]](#footnote-2), in your application, curriculum vitae, referee comments, personal details form, private interests declaration form, Information in the departments possession and from other publicly available information for the purpose of assessing your suitability for and appointment to the Live Sheep Export Phase Out and related purposes, including public announcement of the appointment.

By making an application and completing and submitting the applicant details form and private interests declaration form, you consent to the collection, use and disclosure of information you provide, referee comments and other personal information collected by the department, where necessary for these purposes and any related purposes. If you fail to provide some or all of the information requested in the personal details form and private interests declaration form, the department will be unable to progress your application.

The department may disclose your *personal information* to other Australian Government agencies, relevant ministers, persons or organisations where necessary for the purposes mentioned above, provided the disclosure is consistent with the Privacy Act 1988 and other relevant laws. Your *personal information* will be used and stored in accordance with the Australian Privacy Principles.

See the department's privacy policy at [www.agriculture.gov.au/about/commitment/privacy](http://www.agriculture.gov.au/about/commitment/privacy) to learn more about accessing or correcting personal information or making a complaint. Alternatively, contact the department at [privacy@aff.gov.au](mailto:privacy@aff.gov.au).

I have read and understood the privacy notice and consent to the collection, use and disclosure of my personal information as outlined in the privacy notice. Where I have provided personal information in relation to any other person, I have obtained that person's consent to the collection, use and disclosure of that personal information as outlined in the privacy notice.

PERSONAL DETAILS

TRANSITION ADVOCATE

LIVE SHEEP PHASE OUT

The requested information in this form may be required at various points of the appointment process, including government consideration and finalisation of the appointment, should you be successful. Please complete all required fields.

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| **Full name:** (title, first name, surname and post‑nominals) |  |
| **Preferred name:** | [If no preferred name, write ‘As above’] |
| **Former name(s):** | [If no former names, write ‘N/A’] |
| **State or territory of residence:** |  |
| **Postal address:** |  |
| **Email address:** |  |
| **Mobile phone number:** |  |
| **Alternate phone number:**  (include area code) | [If no alternate phone number, write ‘N/A’] |
| **Date of birth:** |  |
| **Current position:** |  |
| **Director Identification Number:** |  |
| **EEO category:**  **A** – Aboriginal  **TSI** – Torres Strait Islander  **NESB 1/2** – Non-English-speaking background, first or second generation  **F** – female  **PWD** – person with a disability | [Please list the corresponding code or, if none apply, write ‘N/A’] |

**PRIVATE INTERESTS DECLARATION**

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| PROPOSED POSITION & ORGANISATION | TRANSITION ADVOCATE  LIVE SHEEP PHASE OUT |

Please answer the following questions by circling the reply that applies to your personal circumstances.  
**If you answer “yes” to any question, please provide details in the provided attachment to this form, signed and dated**. Please note that answering “yes” to any question does not necessarily preclude you from being appointed. Your response will be treated as confidential and will only be used for purposes connected with this proposed appointment.

|  |  |
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| 1. Do you have any disclosable criminal convictions, i.e., convictions as an adult that form part of your criminal history other than those protected by the Spent Convictions Scheme (see Part VIIC of the *Crimes Act 1914*)? | Yes / No |
| 1. Are you, or have you been, the respondent or defendant in any civil or criminal court action (including as a company director or other office holder)? | Yes / No |
| 1. (a) Have you ever been declared bankrupt, entered into a debt agreement under Part IX of the *Bankruptcy Act 1996* (the Bankruptcy Act) or entered into a personal insolvency agreement under Part X of the Bankruptcy Act?   (b) If you are in a partnership, have any of your partners ever been declared bankrupt, entered into a debt agreement under Part IX of the Bankruptcy Act or entered into a personal insolvency agreement under Part X of the Bankruptcy Act? | Yes / No or N/A |
| 1. Has any business or commercial enterprise for which you, or if applicable your partner(s), have had responsibility ever gone into receivership or a similar scheme or arrangement? | Yes / No |
| 1. During the last 10 years have you, or if applicable your partner(s), been the subject of a court order in connection with monies owing to another party? | Yes / No |
| 1. Have you ever been summonsed or charged concerning non-payment of tax or outstanding tax debts, investigated for tax evasion or defaults, or negotiated with the Australian Taxation Office over outstanding tax debts? | Yes / No |
| 1. Have you ever been the subject of a complaint to a professional body which has been substantiated, or is currently under investigation? | Yes / No |
| 1. Have you ever been dismissed from employment because of a discipline or misconduct issue? | Yes / No |
| 1. Are you the director of a company? If yes, please provide details in the following page. | Yes / No |
| 1. Do you or your immediate family have any financial interest in any company or business, or are you or your immediate family employed or engaged by any company or business, which might have dealings with, or an interest in the decisions of, the office to which you may be appointed? If yes, include advice in a separate attachment on how this conflict of interest would be managed. | Yes / No |
| 1. Are you a lobbyist registered on the Australian Government’s Lobbyists Register or the register of a state or territory? If yes, please provide details in a separate attachment. | Yes / No |
| 1. Are you currently employed by the Commonwealth, the Administration of a Territory, or a public statutory corporation or incorporated company owned by the Commonwealth on a full‑time/part-time basis? If yes, please provide details. | Yes / No |
| 1. Is there any other information which could be relevant to your suitability for the proposed appointment? i.e., advisory roles/not-for-profit boards or any relevant information. | Yes / No |

**ASSURANCE**

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| **I advise that to the best of my knowledge my private, business and financial interests, including taxation affairs, would not conflict with my public duties or otherwise cause embarrassment to myself or to the Government during my term of appointment.**  **I also undertake to advise the responsible minister should a situation arise in the future which might cause a conflict of interest with my responsibilities under this appointment.** | | |
| …..………………………..……..………... | ……………………………………… | …………………… |
| Name | Signature | Date |

**PRIVATE INTERESTS DECLARATION – ATTACHMENT**

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| PROPOSED POSITION & ORGANISATION | TRANSITION ADVOCATE  LIVE SHEEP PHASE OUT |

Please provide details for all 'yes' answers to any question on the Private Interests Declaration form. Please detail how any conflict(s), actual or perceived, will be managed if appointed. Please note that responses to Q12 may be relevant to remuneration payable for part-time appointments with reference to section 7(11) of the *Remuneration Act 1973*. The Act provides that a person is not entitled to remuneration for part-time appointments when holding certain full-time employment, engagement, or appointment. Your responses will be treated as confidential and will only be used for purposes connected with the proposed appointment.

**Please provide any conflict of mitigation strategy/ies for all directorships and advisory board roles.**

*Please note, a detailed conflict mitigation strategy is required for all directorships and advisory board roles.*

*“No Conflict” is not a sufficient response.*

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| **QUESTION** | **DETAILS WITH CONFLICT MITIGATION STRATEGY** |
| *List each question number answered YES on page1* | *Suggested text (accept, adjust, delete as appropriate):*  If any positions I hold would give rise to any actual or perceived conflict, I would recuse myself from any meetings involving the conflict and, as appropriate, would so advise the minister/chair of the board.  *List positions and/or directorships adjacent to relevant question number* |

**ASSURANCE**

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| **I declare that to the best of my knowledge, the information provided above is true and correct.** | | |
| …..………………………..……..……….. | ……………………………………… | …………………… |
| Name | Signature | Date |

1. Personal information means any information or an opinion about an identified, or reasonably identifiable, individual. [↑](#footnote-ref-1)
2. Sensitive information is a subset of *personal information* and includes any information or opinion about an individual’s racial or ethnic origin, political opinion or association, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, trade or professional associations and memberships, union membership, criminal record, health or genetic information and biometric information or templates. [↑](#footnote-ref-2)