C9 Conflict of Interest Policy and Self-Declaration for BTOG Officers
(BTOG Staff, Steering Committee and Board of Trustees)

All BTOG Officers (Staff, Steering Committee and Board of Trustees) must complete an annual conflict of interest and self-declaration on request and submit this to BTOG by email to info@btog.org or alternatively by post to BTOG, Unit 116 Greenacres, The Sidings, Leicester LE4 3BR. BTOG will maintain a record of all declarations for 5 years.

BTOG must maintain its integrity and reputation and therefore BTOG must ensure independence, objectivity and transparency in all its activities and therefore disclosure of any conflict of interest of BTOG officers must be declared. This may include activities such as speaking at BTOG educational events, representing BTOG on committees or advisory groups.

BTOG requires that speakers must declare any conflict of interest at the beginning of their presentation at the BTOG event and that chairs declare any conflict of interest during their introduction. BTOG does not take any responsibility for conflicts of interest that may exist of any individuals and it is the sole responsibility of the individual to make a declaration. Please note that BTOG views funding from tobacco and related industries as against BTOG’s aims and objectives.

A conflict of interest may mean financial, investment, licensing or other commercial interest in the subject matter under discussion or under review. The reportable time-period in all cases is within 2 years of the event date or review date. Where the conflict of interest relates to a BTOG event please submit with your acceptance to participate or within 1 month of the date of the event.

- Employment or leadership (FT, PT, service as officer or board members)
- Advisory role
- Stock ownership
- Honoraria for speech, presentation or appearance
- Sponsorship
- Research funding – relating to clinical research being discussed
- Expert testimony
- Other remuneration including trips, travel, gifts, in-kind payments (excluding research related costs)

If you are unsure if any activity or involvement creates a conflict of interest to BTOG you can contact the BTOG Steering Committee Chair, Dr Sanjay Popat via BTOG secretariat info@btog.org.
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<table>
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<tr>
<th>Name:</th>
<th>Your email address:</th>
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**For BTOG Education Events or Meetings**

Presentation Title or Session Title and Meeting Title:

Date:

**Description/Details of Conflict of Interest**

Please state NIL if nothing to declare.

**Declarations:**

1. **Conflict of Interest** - I declare that the conflict of interest details included on this form are true and accurate.
2. **Probity** - I declare that I accept the professional obligations placed on me by my own professional standards or code of conduct (e.g. GMC Good Medical Practice, NMC Code) in relation to probity.
3. **In relation to suspensions, restrictions on practice or being subject to an investigation of any kind since my last declaration.** I have nothing to declare or I have something to declare *Please delete as applicable. Brief details below if something to declare.*

4. **Health** – I declare that I accept the professional obligations placed on me by my own professional standards or code of conduct (e.g. GMC Good Medical Practice, NMC Code) in relation to my personal health.

Signed

Date

Electronic signatures are acceptable.