



THE PROMISE FOUNDATION

For mental health, education and potential realisation

Pre-Onboarding Conflict of Interest Disclosure Form

To be completed by every new candidate or vendor

I [insert full name] confirm the following:

1. Do you have a family member (mother, father, uncle, cousin, aunty, brother, sister, son, daughter, in-law, cousin) working at the Foundation? If yes move to question 2, if no, sign the declaration.

Yes No

2. Full name of family member or relative.

3. Name of department the family member/s are working in.

Candidate / Vendor :.....

Date:.....

Official Use Only [To be completed by hiring manager] Please confirm the following:

1. The family member or relative was NOT involved in the interview or onboarding process at any stage? Yes
2. The candidate/vendor will NOT be part of the same team as their family member and will have no input into the performance appraisal process of the candidate /vendor. Yes

Hiring Manager:.....

Dated:.....

I confirm that the pre-onboarding conflict of interest conditions have been met.

Safety Officer
Lorraine Rodrigues