

| IntroductionA Register of potential conflicts of interest and personal interest relating to the delivery, assessment, verification and award of CMI qualificationsA personal interest is a conflict of interest that relates to a particular individual. All conflicts of interest that fall under part (b) of Ofqual’s definition are personal interests, as are any perceived conflicts of interest under part (c) that relate to individuals, rather than to the awarding organisation itself. A personal interest can be financial or non-financial in nature. In the situations covered by Conditions A4.6-A4.7, A8.3, G4.6 and I1.2, the relevant questions to ask are:- Does the individual carrying out the assessment, investigation or appeal have any reason or incentive to make anything other than a decision in line with the relevant Conditions?- Would an informed and reasonable observer conclude that such a reason or incentive exists?Form

| Name and role |  |
| --- | --- |
| Description of potential conflict of interest/personal interest |  |
| Date notified/ identified |  |
| Name and role of person responsible for managing this |  |
| Could this conflict/ personal interest have an 'Adverse‘ Effect’ see definition below |  |
| Mitigation taken/to be taken |  |
| How will the mitigation be monitored |  |
| Date conflict/ personal interest ceased and how |  |

DefinitionAn ‘Adverse Effect’ is defined by Ofqual as:“An act, omission, event, incident, or circumstance has an Adverse Effect if it –(a) gives rise to prejudice to Learners or potential Learners, or(b) adversely affects –(i) the ability of the awarding organisation to undertake the development, delivery or award of qualifications in accordance with its Conditions of Recognition,(ii) the standards of qualifications which the awarding organisation makes available or proposes to make available, or(iii) public confidence in qualifications.”For examples of personal interest given by Ofqual see: https://www.gov.uk/guidance/ofqual-handbook/section-a-governance |
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