

Acknowledgement of Obligations Regarding Financial and Conflict of Interest Disclosure

1. I confirm that I have read [UNOPS Operational Instruction Ethics.2018.02 - Financial Disclosure and Conflict of Interest Statements](#) (“OI.Ethics.2018.02”). I acknowledge that I am fully bound by it, as it may be amended from time to time:

I understand that all UNOPS personnel have an obligation to disclose actual or potential conflicts of interest. A personal conflict of interest is a situation where a person's private interests — such as outside professional relationships or personal financial assets — interfere or may be perceived to interfere with his/her performance of official duties.

I also understand that UNOPS personnel in certain job categories have an obligation in addition to complete a financial disclosure and conflict of interest statement **within 30 days of their start date with UNOPS**, and that the purpose of the form is to identify potential and actual conflicts of interest so that these can be addressed.

I acknowledge that it is my responsibility to check [OI.Ethics.2018.02](#) in order to see if I am required to file a financial disclosure and conflict of interest statement. If I am required to file (or if I am unsure if I am required to file) I will contact the Ethics Office at ethicsofficer@unops.org.

2. I confirm that I have obtained a copy of, and read, [UNOPS Executive Office Directive ED.2017.04 - Financial Regulations and Rules](#) (“EOD.ED.2017.04”) and the [United Nations Staff Regulations and Rules](#). I acknowledge I am fully bound by them, as they may be amended from time to time.
3. I shall fully cooperate with the UNOPS Internal Audit and Investigations Group, United Nations Office of Internal Oversight Services (OIOS) and other investigative bodies, if and when I am requested to do so by the UNOPS Executive Director. I agree that any failure to do so may constitute misconduct that could warrant dismissal.

Name & Signature

Date