Annex A: University of Bath Apprenticeship End Point Assessment Conflict of Interest Declaration Form

This declaration confirms the relationship and interests of individuals involved in the delivery of End Point Assessment by the University of Bath.

Individuals involved with the delivery of EPA as an Independent Assessor, as well as all staff, consultants and partner organisations taking part in or supporting the delivery of EPA for integrated standards are required to review and declare any competing interests or loyalties that could compromise, or appear to compromise, the outcome of an End Point Assessment.

Please complete the form below to declare a ‘no interest’ declaration or any ‘actual, perceived or potential conflict of interest’ in relation to the delivery of End Point Assessment and in accordance with the Apprenticeship End Point Assessment Conflict of Interest Policy ([QA16 Assessment, Marking and Feedback, Appendix 2](https://www.bath.ac.uk/publications/qa16-assessment-marking-and-feedback/)) and delete the declaration that is not applicable*.*

*Please ensure you have read and are familiar with the Apprenticeship End Point Assessment Conflict of Interest Policy prior to completion.*

|  |  |
| --- | --- |
| **Name of Independent Assessor/ member of staff, consultant or partner organisations** **taking part in or supporting the delivery of End Point Assessment** |  |
| **No Interest Declaration** | E.G. *I can confirm that I do not have any actual, perceived or potential conflict*  *of interest which could compromise, or appear to compromise, delivery of*  *End Point Assessment* |
| **Declaration of Conflicts of Interest** | **1.** |
| **2.** |
| **3.** |
| **4.** |
| **Signed:** |  |
| **Date:** |  |

This document should be updated when required.

For completion by the University of Bath as End Point Assessment Organisation

Documentation of action taken by the University of Bath as End Point Assessment Organisation:

|  |  |  |
| --- | --- | --- |
| **Action Taken:** | **Outcome** | **Summary** |
| No action required: |  |
| Assign an alternative Independent Assessor to deliver the EPA: |  |
| Enhance the monitoring of an Independent Assessor delivering EPA: |  |
| Replace staff members, external consultants or partner organisations taking part in or supporting the delivery of EPA: |  |
| Other: |  |
| **Name:** |  | |
| **Signature:** |  | |
| **Role:** |  | |
| **Date:** |  | |