

QF53: CONFORMITY DECLARATION

4 October 2024

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General

1. I declare that I have read and understood the *Kiwa Code of Conduct and Compliance*.
2. I will perform my activities with the required integrity, adhere to the *Kiwa Code of Conduct and Compliance*, CMW procedures and instructions and will notify my CMW contact person when I suspect compliance risks in my activities.
3. I will not offer nor accept a bribe in any form. I will not accept any gifts, products or services that may jeopardise my independence and/or are prohibited according to the *Anti-Bribery and Anti-Corruption Policy*.
4. I will treat all confidential information that I gather in the course of my activities for CMW as strictly confidential. I will report to my CMW contact person any unintended distribution of information or wrongful processing of data that I encounter during my work for CMW. After terminating my activities for CMW, I will continue to respect the confidentiality stipulations.
5. To avoid conflict of interests, I will not, without written approval of my CMW contact person, conduct business with family members in the framework of my CMW assignment.

When involved in conformity assessments

6. I will perform my work for CMW in an impartial, independent and unprejudiced manner and will without delay notify my CMW contact person when I see any risk for conflict of interests, my impartiality or my integrity. In such a case, I will not carry out an assignment without written approval of my CMW contact person. In the event of, but not limited to, the following examples, I will notify my CMW contact person when:
 - a. I receive an assignment from CMW to assess items for which I or my (former) employer have been involved in the design, manufacture, supply, installation, purchase, ownership, use or maintenance;
 - b. there is any self-interest for CMW or myself;
 - c. I'm involved in a legal dispute related to the company, product or service to be assessed;
 - d. there is too close contact with or presumed confidence in the company, product or service to be assessed;
 - e. there is (a risk of) intimidation or undue pressure from any stakeholder (including people within the CMW organisation) that might influence my impartiality, or that might have an effect on the results of my assignment.
7. I will not give advice to create or assist in creating business documents (including procedures, manuals and instructions) for the company for which I carry out a conformity assignment. I will not state or imply that certification would be simpler, easier, faster or less expensive if a specified consultancy organisation were used by an existing or prospective CMW customer.
8. When applicable, I will participate in meetings organised by CMW to harmonise interpretation of CMW procedures and instructions, and/or of the applicable normative requirements.
9. I will avoid all expressions of my own company or my employer (including the use of business cards, stationery and e-mail addresses), unless I have received written permission to do so from CMW.

Signature: _____

Name: _____

Organisation: _____

Date: _____

member of group

