

**The Hong Kong University of Science and Technology**  
**Self-Certification of Compliance with Conflict of Interest and Outside Activities**

**Purpose and Instruction:**

- This form certifies that the undersigned individual has reviewed the University's conflict of interest ("COI") and outside activities ("OA") policies; completed all required disclosures; and obtained all necessary approvals for their activities.


**Note:** This is **not** a disclosure or approval form. It certifies that disclosures and approvals have already been completed through proper University channels. Retain a copy for your records.

Part I Information	
1 Name of Individual	2 Position
3 Office / Department	4 Relevant KT Activities*

Note: \* KT activities include licensing, contract research, joint lab/center, TSSSU, E-Fund, and others

Part II Guideline References
<p>Staff members should familiarize themselves with the relevant regulations and observe the specific disclosure/approval requirements contained therein in relation to COI/OA. These guidelines currently include the following and may be amended and/or supplemented by the University from time to time:</p> <ul style="list-style-type: none"><li>▪ <a href="#">Guidelines on Conflict of Interest</a>;</li><li>▪ <a href="#">Guidelines on Acceptance of Advantages</a> (Administrative Circular No. 1/97);</li><li>▪ <a href="#">Guidelines on Consulting and Outside Academic Appointments</a> (Office of the President Circular No. 1/91 and AP91.0 of Academic Personnel Policy and Procedure Manual);</li><li>▪ <a href="#">Policy on Faculty Involvement in Commercial Pursuits</a> (AP92.0 of Academic Personnel Policy and Procedure Manual);</li><li>▪ <a href="#">Policy on Faculty Involvement in Start-up Companies and HKUST Faculty Entrepreneurship Program</a> (AP93.0 of Academic Personnel Policy and Procedure Manual)</li><li>▪ <a href="#">Policy on Outside Activities for Non-Academic Staff</a> (Personnel Circular No. 10/2001); and</li><li>▪ <a href="#">Intellectual Property Policy</a>.</li></ul>

Please note InnoHK Centers' staff members should follow InnoHK Centers' own COI/OA protocols.

Part III Certification
<p>I declare that I have examined the information on this form and to the best of my knowledge and belief it is true, correct, and complete. I hereby certify that:</p> <ul style="list-style-type: none"><li>▪ I have <b>reviewed</b> the relevant University policies above;</li><li>▪ I have <b>disclosed</b> all actual and potential conflicts of interest and outside activities as required;</li><li>▪ I have <b>obtained necessary approvals</b> for such activities from relevant University offices;</li><li>▪ I am currently in compliance with these policies.</li></ul> <p>I agree that I will submit a new form within <b>30 days</b> if any certification made on this form becomes incorrect.</p> <p>Sign Here </p> <div><input type="checkbox"/> I certify that I have the capacity to sign for the person identified on line 1 of this form.</div> <div><div>Signature</div><div>Date (DD-MM-YYYY)</div></div> <div>Print name of signer</div>