

STAFF REGISTER OF EXTERNAL INTERESTS

Only complete and return to Human Resources if you have an interest to declare

1. **Name**
2. **Post Number and Post**
3. **Service Unit**
4. **Home Address**

5. **Property Interests**

Please detail any property/land in the Borough which you own or in which you have an interest (eg lease, licence, joint tenancy). Do not repeat the address at 4 above if you live in the Borough.

6. **Employment**

Please describe any other employment, trade or profession in which you are engaged for profit or gain outside your employment by the Council.

7. **Interest in firms/companies**

Please detail the name of any firm/company which is based or which you know operates within the Borough and in which you have a substantial interest. A substantial interest will include employment of a member of the immediate family in a senior position in the firm or company or a beneficial interest in a class of securities of that firm or company which exceeds the nominal value of £25,000 or ownership of more than 1/100th of the issued shares or securities.

8. Interest in local organisations

Please list any membership of local organisations or of societies based or operating in the Borough.

9. Other interests

Please specify any other interests which you wish to detail pursuant to the principles set out in the guidance notes on conduct

I certify that the above information is true and is correct to the best of my knowledge and belief.

Signed:

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Date:

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**On completion, this form should be returned to Human Resources.
This form will be held on your HR file.**

Employee Records and current data protection legislation

Guildford Borough Council is committed to meeting its data protection obligations under the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. For further information, please visit Guildford Borough Council's Data Protection and Privacy web page [here](#) and see our privacy notice (under 'Useful information' on our [new starter page](#)).