

Declaration of Impartiality
(Before signing please read the notes below)

I,.....
(full name)

of,.....
(work or other address)

a nominee of
.....
(Merit Protection Commissioner or Agency Head)

to the
.....
(Independent Selection Advisory Committee [ISAC] or Promotion Review Committee [PRC])

which is considering candidates for employment/applications for promotion review

atin
(classification level) (agency)

DECLARE:

1. that I do not have and have not had:
 - (a) a relationship with a party to the matter under consideration of a kind that maybe cause a reasonable person to suspect that I may be biased, including:
 - (i) a family relationship;
 - (ii) a close personal friendship; or
 - (iii) a relationship involving personal hostility; or
 - (b) any personal involvement in the matter to be considered, including a pecuniary, or non-pecuniary, interest in that matter;
2. that I understand that, as provided by the Public Service Regulation 4.3(6) (for ISACs) and 5.11(6) (for PR Cs), in carrying out my duties as a member of an ISAC or PRC, I am not subject to direction except:
 - (a) by a Court; or
 - (b) by instructions issued by the Merit Protection Commissioner under Public Service Regulations 4.5 (for ISACs) or 5.15 (for PRCs).
3. that I understand that in carrying out my duties as a member of an ISAC or PRC, I am acting independently and not as a representative of my employing agency.

Signature..... Date.....

NOTES

1. The purpose of this document is to facilitate proper and efficient operation of ISACs and PRCs established under the Public Service Regulations 1999. The Merit Protection Commissioner has instructed all persons nominated as ISAC or PRC members to make this declaration. If a person feels, for any reason, unable to comply with this requirement, he or she should discuss the matter with other members of the ISAC or PRC and their nominating body (the Merit Protection Commissioner or Agency Head as the case may be) with a view to determining whether, in all the circumstances of the case, they should decline to serve on the ISAC or PRC so that their nominating body may nominate another person in their place.
2. Similarly, if an ISAC or PRC member should develop—*after* making this declaration—a relationship, involvement or interest of a kind described in the declaration, he or she should discuss the matter with other members of the committee and their nominating body (the Merit Protection Commissioner or Agency Head as the case may be) with a view to determining whether, in all circumstances of the case, they should stand down from the committee.
3. Failure to act in the manner described in Note 2 may lead to an application for review of the committee’s decision under the Administrative Decisions (Judicial Review) Act 1977.
4. Making a false declaration or failure to act in the manner described in Note 2 may result in an investigation as to whether there has been a breach of the APS Code of Conduct.