

Q REGISTER OF BUSINESS INTERESTS

- 1 There shall be a register of Business Interests in which shall be recorded all business interests of specified Company Members and other persons which may in any way affect their activities in the Company.
- 2 Persons required to disclose their interests for inclusion in the Register are
 - 2.1 Directors;
 - 2.2 members of ETTA staff;
 - 2.3 members of Committees (for the purposes of this regulation 'Committees' include panels, working parties and similar bodies unless excluded by resolution of the Board but does not include the Board of Appeal);
 - 2.4 such officials as the Board shall designate;
 - 2.5 such other Company Members as the Board shall from time to time decide;
 - 2.6 such non-Company Members engaged on the Company's business as the Board shall from time to time decide.
- 3 Any person liable to disclose his interests for inclusion in the Register shall have an entry in the Register; if there are no interests to disclose he shall certify accordingly and the entry shall show 'None'.
- 4 The entry relating to any person who has ceased to come within Regulation 2 shall be expunged when two years have elapsed since such cessation, and any associated documentation shall be returned to him or, if requested by him, destroyed.
- 5 The Register shall consist of one completed ETTA Form RBI.1 for each person coming within Regulation 2 signed by the person to whom it relates.
- 6 ETTA Form RBI.1 shall contain provision for recording the information prescribed in the Schedule to this regulation.
- 7 The Register shall be kept at the ETTA office and shall be the responsibility of the Operations & Membership Coordinator.
- 8 Every page of the Register and the copy Register shall be authenticated by the Operations & Membership Coordinator..
- 9 The Register shall be open to inspection by any person in respect of whom there is an entry in it but by no other person.
- 10 Any person to whom Regulation 9 applies may obtain a photocopy of his or her entry from the Operations & Membership Coordinator on payment of the prescribed fee.

Contents of ETTA Form RBI.1

- 1 forenames and surnames in full
- 2 address
- 3 status or position in ETTA
- 4 occupation
- 5 business interests
- 6 business interests of any close relation (e.g.: spouse, domestic partner, child, parent, sibling)
- 7 date on which form signed by person registering
- 8 a copy of Regulation 9.