



## HUMAN RESOURCES UNIT

### CODE OF CONDUCT FOR INDIVIDUAL EXTERNAL EXPERTS

*(Should be sent with the Declaration of Interest form)*

The Authority values and relies upon the normative and technical advice that is provided by experts in the context of the assigned work. Such advice contributes to the formulation of medicines and medical devices regulatory policies for the benefit of the public.

In order to ensure the integrity of such processes, thereby contributing to their credibility in the eyes of the Authority's stakeholders, it is critical that experts appointed by the Authority to render technical or normative advice.

1. Fully and honestly disclose all relevant interests and biases on the Declaration of Interest Form that may give rise to real or perceived conflicts of interest. Such disclosure must also be made orally to all fellow Board/Committee/Expert members at the outset i.e. unless this is done by the Authority Chairperson or Secretariat.
2. Spontaneously report any material changes to their disclosed interest on an on-going basis during the period in which the member serves the Authority.
3. Respect the confidential nature of committee or meeting deliberations assigned by the Authority and not make any public statements regarding the work of the committee or meeting or regarding the member's advice without prior consent from the Authority.
4. Undertake not to engage in activities that may bring reputational harm to the Authority process that they are involved in.
5. Undertake to represent their views in a personal and individual capacity with the best interest of the Authority in mind as opposed to representing the views of their employers or other institutions.
6. Actively and fully participate in discussions and deliberations within the relevant committee or meeting.