



EUROPEAN COMMISSION

**CALL FOR EXPRESSION OF INTEREST
FOR EXPERT PANELS ON MEDICAL DEVICES AND IN VITRO DIAGNOSTIC
MEDICAL DEVICES
804/PP/GRO/CODEL/20**

ANNEX IV – Declarations on confidentiality and commitment

WARNING:

This is a draft version of the declarations on confidentiality and commitment that advisors are expected to sign before being appointed to an expert panel. This draft version is provided for information only and is not required as supporting document when submitting an application to the European Commission expert panels on medical devices and *in vitro* diagnostic medical devices.



**European Commission expert panels on medical devices
and *in vitro* diagnostic medical devices – Declaration on confidentiality**

Name:

I hereby declare that:

1. I am aware of my obligation to respect confidentiality and not to divulge information acquired as a result of my work in the expert panels for medical devices and *in vitro* diagnostic devices (or one of its sub-groups). I will respect the confidential nature of the scientific opinions expressed by members of the expert panel meetings or external experts during discussions in expert panels or other working groups. I will not disclose such information even after my participation in the work of the expert panels has ceased.
2. I am aware of the Commission's security rules for protecting European Union classified information and sensitive non-classified information, as laid down in Commission Decisions (EU, Euratom) 2015/443 and 2015/444. Should I receive confidential information or restricted information in the course and context of my duties for an expert panel, I will treat them strictly confidential and use them exclusively for the purpose for which it was made available. I will handle the information in accordance with the provided handling instructions and not divulge them to any third party.

The above implies that the undersigned:

- Will not divulge, publish or otherwise make available to any third party information received from the expert panel, without prior written consent of the Commission Secretariat, even after completion of a specific event or assignment. The duty of confidentiality exists vis-à-vis any third party, including employees, employers or affiliates or the general public;
- Will not use information received from expert panels for a personal benefit or that of any third party;
- Will ensure safe storage of the confidential or restricted information (in accordance with the corresponding handling instructions), by applying appropriate security measures if the information is managed electronically and not retain the information for longer than needed for the completion of an assignment within the expert panels.

Date:

Signature:



**European Commission expert panels on medical devices
and *in vitro* diagnostic medical devices – Declaration on commitment**

Name:

1. Commitment

While contributing to the activities of the expert panel for medical devices and *in vitro* diagnostic medical devices, I will:

- Act independently in the public interest and make complete declarations of any direct or indirect interests that might be considered prejudicial to my independence;
- Comply with the expert panels' rules on the handling of conflict of interest;
- Contribute actively to the work of the expert panel by remote work, and when necessary by attending meetings;
- Always set an exemplary conduct in all activities linked to the expert panel;
- Comply with the rules on reimbursement of travel expenses and payment of allowances and indemnities in place in the Commission;
- Ensure appropriate use of scientific publications provided by the Commission Services and respect copyrights as outlined below;
- When communicating with media, stakeholders or the general public on a matter that falls within the expert panels' remit always contact the Commission Secretariat.

2. Copyrights and library working tools

In case the undersigned is involved in the preparation of scientific outputs, she/he may receive from the Secretariat scientific publications and journals protected by copyrights as hand-outs or via e-mail.

The undersigned will be allowed to make limited use of journals and scientific publications, but shall not:

- Distribute copies of articles and journals to third parties;
- Use articles or journals for commercial purposes;
- Use the materials for other purposes than the assignment with the expert panel.

Date:

Signature:

Duration: The validity of the present Declaration is limited to one mandate of expert panel (3 years) from the date of signature, unless the undersigned informs the Commission Secretariat on the termination of her/his activities within the expert panel.