

SECTION A: APPLICANT DETAILS			
Family Name		Given Names	
School, Centre or Institute		Role/Position	
SECTION B: DETAILS OF THE ACTIVITY			
1. Please provide details of the engagement activity, including the names of all entities you may be engaged in (attach a page if required):			
2. Outline the period over which the above activity is expected to extend:(eg one day/week/month, 12 months, on an ongoing basis commencing from Date/Month/Year)			
3. Conflicts of Interests - does the engagement activity give rise to any actual, potential or perceived conflicts of interest?      Yes      No      If Yes, attach a copy of the relevant Conflicts of Interest Disclose Form.			
4. Do you intend to use University/School/Centre/Institute resources or facilities for the activity? Yes      No      If Yes, please provide details.			
5. Comments: Please provide any further comments that you may have:			
SECTION C: APPROVAL			
1. Applicant Declaration			
I hereby seek approval for the activities described in Section B of this Application. In so doing I confirm that I have read the University Consultancy and Secondary Employment Policy. I am aware that failure to seek approval prior to entering into a partnership, accepting the directorship of a company, accepting a board membership or being involved in the affairs of a Trust, or to observe ECU policy, may be deemed misconduct and may be dealt with in accordance with my relevant employment contract and instrument covering the terms and conditions of my employment and any other provisions prescribed by the ECU Act, Rules or University Policy.			
Signature:		Date:	
2. Relevant Line Executive			
I have reviewed the application and information provided by the applicant and recommend that the application is:      Approved      Rejected			
Comments:			
Name:		Position:	
Signature:		Date:	

**COMPLETED FORMS ARE TO BE FORWARDED TO LEGAL AND INTEGRITY (SGSC) AT: [integrity@ecu.edu.au](mailto:integrity@ecu.edu.au)**

ADMINISTRATIVE USE ONLY				
Received By		Date		Signature