

Guidance on completing the MRC register of declared private, professional, commercial and other interests

All members of MRC Council, subcommittees and standing committees are required to declare any interests which conflict, or may be considered to conflict, with MRC business, or may be perceived as influencing decisions made in the course of your work on MRC bodies. These declarations support transparency and the integrity of the MRC decision making processes by providing assurance that any potential conflicts are considered and are managed effectively in line with the MRC policy on declarations of interest¹.

To ensure any potential conflicts are handled appropriately you are asked to declare all relevant private, professional, commercial, financial, political or other interests that might conflict with MRC interests, or might be considered by others to result in a conflict. Members are asked to complete a register entry at the beginning of their tenure and to update this on an annual basis or more frequently if additional relevant interests arise or circumstances change.

Guidance is provided below and examples of current entries that could be used as models can be found at [Annex 1](#). Any further questions should be discussed with the person who sent the form to you.

Register entries are published on the MRC website to provide transparency and reassurance to the public that conflicts are handled appropriately when MRC bodies make decisions on allocating public funds, and are used by MRC staff to identify potential conflicts when allocating work to Board or Panel members.

Introductory information

Please provide your name, information on your main form of employment and a list of all MRC committees you are a member of, including your position. Examples can be found at [Annex 1](#).

Our aim is to collect one register entry from each individual rather than a separate form for each committee you are involved with. Including a link to a relevant research group, department or organisation web page would also be helpful.

Section 1: Personal remuneration (including employment, pensions, consultancies, directorships, honoraria). Examples can be found at [Annex 1](#).

- 1.1 Provide the names of the body or company from which you receive personal remuneration, **equal to or above £5k per annum**:
 - (i) Any appointment at a university or research institute or similar body;
 - (ii) Any directorships, employment, consultancies or other connection with companies in any field where the company might benefit from support by the MRC either as a collaborator or in some other way;
 - (iii) Any position of authority in charities and other bodies providing research funding, or support for policy or communication in relevant fields;
 - (iv) Any other body involved in medical, bio-medical, pharmaceutical, healthcare provision or science or health policy/communication.

¹ <https://www.mrc.ac.uk/documents/pdf/mrc-code-of-practice-for-members-of-council-and-research-boards-including-mrc-policy-on-declarations-of-interest-annex-2/>

Interests in bodies which are supported by the MRC, or which benefit as collaborators or licensees etc. from which income is received should be declared **however small the amount**. The nature of the business and the position held should be provided for all bodies/companies listed.

- 1.2 The amount(s) of remuneration received **does not** need to be declared.
- 1.3 Where any pension is currently received (and, possibly, where it is to be received at some point in the future) either from any body that falls within the categories in para 1.1 (i) to (iv) above or from a closely related body that manages its pension scheme, the name of the body and the fact that a pension is received (or is to be received) should be declared.
- 1.4 Where no personal remuneration is received enter **None**.

Section 2: Shareholdings and financial interests in companies. Examples can be found at [Annex 1](#).

- 2.1 Declare the name of any company in which you have direct shareholdings (**with a market value equal to or greater than £10,000**) or other financial interests which are involved or may in the future be involved in the medical, bio-medical, pharmaceutical, healthcare provision and similar fields.
- 2.2 Relevant share values should be reviewed annually.
- 2.3 The value of the shares/other financial interests **does not** need to be declared.
- 2.4 You **do not** need to declare:
 - (i) holdings in unit trusts, investment trusts, open-ended investment companies, unit-linked policies, pension schemes or similar arrangements through which the investor has an interest in a large number of enterprises, **unless** they specialise in high technology companies in the field of the Council and have a market value of greater than £10,000;
 - (ii) Shareholdings, debentures, options and similar rights in a single company listed on the main market of a recognised stock exchange with a market value of less than £10,000 need not be disclosed **unless** they are known to benefit as participants in collaborative research or other projects funded by the Council or are known to be significant suppliers of goods and services:
 - (iii) Ownership/shareholdings of companies that have never traded or carried on any form of activity
- 2.5 Portfolios that are managed by third parties e.g. Individual Savings Accounts (ISAs) do not need to be declared except on receipt of information on investments in companies within the scope outlined in 1.1 (i) to (iv) above.
- 2.6 Where no relevant shareholdings or financial interests apply, enter **None**.

Section 3: Research income. Examples can be found at [Annex 1](#).

- 3.1 Declare the sources of **all** research income likely to be received within the relevant award session (1st April to 31st March), **above £50k per grant**.
- 3.2 Declare the sources of **all** research income **from bodies supported by MRC** or which benefit as collaborators or licensees etc. likely to be received within the relevant award session (1st April to 31st March).
- 3.3 The total award value or sum you expect to receive in the year **does not** need to be provided.

3.4 Where no research income is likely to be received enter **None**.

Section 4: Major Academic Collaborations (National and International). Examples can be found at [Annex 1](#).

4.1 Declare the name of the university (and department), institute, company or similar body of any significant collaborators **outside** your own organisation.

4.2 For each collaboration provide information on the nature of the relationship e.g. research collaboration.

4.3 You will need to make a judgment as to what is 'major' bearing in mind that the smaller the number of collaborators and the larger the project the greater the need for disclosure. Details of locations of fellow principal investigators in major projects should be disclosed.

4.4 Where no major academic collaborations enter **None**.

Section 5: Unremunerated involvement with and membership of medical, bio-medical, pharmaceutical, healthcare provision and similar activities/organisations, i.e. Non-pecuniary interests. Examples can be found at [Annex 1](#).

5.1 Declare any unremunerated involvement with, or membership of, any other body in connection with medical, bio-medical, pharmaceutical, healthcare provision and similar activity, including relevant:

(i) appointments at a university or research institute or similar body;

(ii) directorships or employment or other connection with companies in any field where the company might benefit from support by the MRC either as a collaborator or in some other way;

(iii) positions of authority in charities and other bodies providing research funding or science or health policy/communication.

5.2 Membership of clubs and associations need not be registered unless they fall within the scope of 5.1 (i) to (iii).

5.3 Where you have no unremunerated involvement with relevant organisations enter **None**.

Section 6: Political/pressure group associations. Examples can be found at [Annex 1](#).

6.1 Members are expected **not** to occupy paid party political posts, or to hold particularly sensitive or high-profile unpaid roles in a political party, pressure group or similar organisation.

6.2 Any political/pressure group associations should be declared.

6.3 Where there are no relevant associations enter **None**.

Section 7: Family. Examples can be found at [Annex 1](#).

7.1 Declare any potential conflicts that may arise out of any known family interests and indicate which section (1-6) would apply.

(i) Family interests would encompass immediate family or household (i.e. personal partners, parents, children [adults or minors], brothers, sisters, and the personal partners of any of these).

- (ii) You are only required to declare any known interests. You do not to make any special request for this information. However you must declare any interests once you become aware of them.

7.2 Individual family/household members do not need to be identified, either by name or their relationship to you.

7.3 Where there are no relevant associations enter **None**.

Confidential information

We do recognise that from time to time members will have interests that may be confidential and where the details cannot be published or shared openly with other members. However, it is still necessary to ensure such interests are acknowledged to ensure they are handled appropriately. If you do have such interests these should be discussed with the relevant MRC staff who will be able to advise further, you may be asked to identify the interest as usual but to mark it as confidential.

Further information

Further information can be found in the:

- MRC Policy on Declarations of Interest.
- MRC Code of Practice for Council.
- MRC Code of Conduct (for staff).

(March 2012)

Examples of published declarations of interest register entries (as at 1 March 2012).

Please list all MRC bodies you are a member of: E.g. Council, Strategy Board, Infections and Immunity Board, Expert Panel etc and your position on the Board.

Example – Sir John Chisholm, MRC Council:

- *Medical Research Council (Chairman)*
- *MRC Nominations Committee (Chairman)*
- *MRC Remuneration Committee (Chairman)*

Main form of employment: Name of University and Department or other employing body (include location), and position.

Example – Professor Sir John Savill, MRC CEO and Deputy Chairman of Council:

- *Medical Research Council – Chief Executive (time equivalent of four days per week, i.e. 32 hours)*
- *University of Edinburgh - Head of the College of Medicine and Veterinary Medicine (16 hours per week)*

Research group/department web page: Provide a link to any relevant web pages for your research group or individual page on your organisations web site.

Example – Professor Sir John Savill, MRC CEO and Deputy Chairman of Council:

- <http://www.mrc.ac.uk/About/Structure/CEO/index.htm>
- <http://www.cir.med.ed.ac.uk/content.asp?sID=46&pID=65>

Please give details of any potential conflicts of interests arising out of the following:

1. Personal Remuneration: Including employment, pensions, consultancies, directorships, honoraria. See section 1 for further guidance.

Example 1 – Dr Richard Henderson (MRC Laboratory of Molecular Biology, Cambridge), MRC Council:

- *Consultant for Heptares Therapeutics, though honorarium is paid to a charity.*
- *Pension from the MRC pension fund (from October 2010).*
- *Part-time income from employment at MRC Laboratory of Molecular Biology.*
- *Does not receive an honorarium for membership of MRC Council.*

Example 2 - Professor Paul Morgan (University of Cardiff), MRC Council:

- *Medical Research Council – Member.*
- *Salary from Cardiff University.*
- *Committee Chair at Wellcome Trust.*

2. Shareholdings and Financial Interests in companies: Include the names of companies involved in medical/biomedical research, pharmaceuticals, healthcare provision and related fields where shareholdings or other financial interests. See section 2 for thresholds and further guidance.

Example 1 – Professor Michael Schneider (National Heart and Lung Institute), MRC Council:

- *Founder and Board Member, Kardia Therapeutics.*
- *Consultant, Cardio 3 Biosciences.*

Example 2 – Professor Christopher Kennard (John Radcliffe Hospital/University of Oxford), Neuroscience and Mental Health Board Chair and Strategy Board member:

- *The Westover Clinic.*

3. Research Income during session (1 April -31 March): Declare all research income from bodies supported by the MRC and research income from other sources above the limit of £50k per grant. See section 3 for further guidance.

You do not need to provide the total value of the award or the anticipated income within the year though you may wish to do so.

Example 1 – Professor Doreen Cantrell (University of Dundee), Infections and Immunity Board Chair and Strategy Board member:

- *Wellcome Trust Grant 065975/Z/01/A (August 2007 – July 2012).*

Example 2 – Professor Iain McInnes (University of Glasgow), Clinical Training and Career Development Panel:

- *I receive funding from MRC, Wellcome Trust, Arthritis Research UK, Nuffield Foundation.*
- *I have received research income from NovoNodisk, Pfizer and Roche.*
- *I perceive no obvious conflict of interest in these relationships for service on panel.*

4. Major academic collaborators [national and international]: Declare all significant collaborations outside your primary institution or organisation. See section 4 for further guidance.

Example 1– Professor Chris Day (Newcastle University), MRC Council:

- *National*
 - *Howard Thomas and Mark Thursz (Imperial College London), Stuart Forbes and John Iredale (University of Edinburgh), Kevin Park (University of Liverpool) – MRC project grant.*
 - *Professor George Davey-Smith and Professor Debbie Lawlor (University of Bristol) – MRC project grant.*
 - *Dr Satta (University of Glasgow) - Research collaboration.*
 - *Professor William Rosenberg (University of Southampton) - Research collaboration.*
- *International*
 - *Dr E Bugianesi (University of Torino), Professor G Marchesini (University of Bologna), Professor E Albano (University of Navarra), Dr Paul Angulo (Mayo Clinic USA), Dr Jacob George (University of Sydney) – All Research Collaborators.*

Example 2 - Professor Deborah Lawlor (University of Bristol), Population and Systems Medicine Board member:

- *Naveed Sattar & Scott Nelson – University of Glasgow.*
- *Anne-Marie Nybo-Andersen – University of Copenhagen.*
- *Chris Day – University of Newcastle.*
- *Bill Fraser – University of Liverpool.*
- *Mark Lathrope – CNG, Paris.*
- *Shah Ebrahim, J-P Casas – London School of Hygiene & Tropical Medicine.*

5. Un-remunerated involvement with and membership of medical, bio-medical, pharmaceutical, healthcare provision or science or health policy/communication and similar

activities/organisations: This may include non-executive and advisory positions, directorships and other positions of authority. See section 5 for further guidance.

Example 1 – Professor Sally MacIntyre (MRC Social and Public Health Sciences Unit, Glasgow), MRC Council:

- *UKCRC DECIPHer Centre, Cardiff: Chair of Scientific Advisory Board.*
- *Wolfson Research Institute, University of Durham: Member of Scientific Advisory Board.*
- *NIHR School of Public Health Research: Member of Advisory Board.*
- *HEFCE Research Excellence Framework: Member of Unit of Assessment 2.*
- *Glasgow Centre for Population Health: Member of Board of Management.*
- *MRC Population Health Sciences Research Network: Member of Board.*
- *Fellow: Academy of Medical Sciences; Royal Society of Edinburgh; Royal Society of Medicine.*
- *Honorary Member: Society for Social Medicine.*

Example 2 – Ian White (MRC Biostatistics Unit, Cambridge), Methodology Research Programme Panel member.

- *Associate editor of JRSSA, 2004-8.*
- *Assistant editor of Addiction, from 2004.*
- *Member of the International Society for Clinical Biostatistics and Society for Social Medicine.*
- *Member of the Mental Health Research Network's Methodology Research Group.*

6. Political/pressure group associations: Members are expected not to occupy paid posts, or hold high-profile unpaid roles within a political party, pressure group or similar organisation. Any political/pressure group association should be declared. See section 6 for further guidance.

Example 1 - Tony Caplin, Council Member:

- *Was COO of Conservative Party, managed James Committee.*

7. Family: Provide details of any potential conflicts that may arise out of any known interests of immediate family. See section 7 for further guidance.

Please indicate which section (1-6) above applies. Family members do not need to be identified, either by name or their relationship to you.

Example 1: Professor Jane Endicott (University of Oxford), Molecular and Cellular Medicine Board member:

- *Partner, Martin Noble is a Director and academic Co-founder of Crysalin Ltd (Oxford University Spin-out Company).*

Example 2 - Professor Giles Hardingham (University of Edinburgh), Neuroscience and Mental Health Board member:

- *I have a brother who is a postdoc at Cardiff University.*
- *My father is emiritus professor at Manchester University (in receipt of pension).*