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COURSE BROCHURE

Advanced Conflicts of Interest and Third-Party Screening Training Course

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Paris

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Advanced Conflicts of Interest and Third-Party Screening Training Course

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Conflicts of Interest and Third-Party Screening is a 2-week advanced training course for compliance officers, ethics leads and internal auditors, built around one work product: an integrity screening plan covering declarations, intermediary vetting, culture measures and board reporting. Hidden personal interests and opaque agents now sit behind many procurement failures, sanctions breaches and reputational crises. Jupiter Prime Training delivers this course for integrity specialists who must turn disclosure rules into working controls.

Why Conflicts of Interest and Third-Party Screening Matters Now

Three pressures shape this discipline today. Supply chains rely on distributors, consultants and sales agents whose ownership is often layered and hard to see. Boards and lenders ask for evidence that declared interests are tracked and acted on, not filed away. Employees expect fair treatment when they raise a concern about a colleague or a supplier. An organisation that handles these pressures well awards contracts on merit and defends its decisions; one that handles them badly faces bribery exposure, tainted tenders and lost trust. The course rests on the recognised international guidance for compliance management systems, anti-bribery controls and the separation of oversight duties.

Who Gains Most from Conflicts of Interest and Third-Party Screening

- Specialists who run annual interest declarations and decide on recusal or mitigation
- Integrity staff who vet agents, distributors and joint venture partners before onboarding
- Auditors who test whether gifts, hospitality and related-party controls actually operate
- Case handlers who receive speak-up reports and scope integrity investigations
- Ethics advisers who draft the code of conduct and report culture indicators to directors

Integrity functions gain most when their compliance, procurement and audit specialists attend together, because declarations, vetting and assurance then follow one shared logic.

Conflicts of Interest and Third-Party Screening Capabilities

Participants move from spotting a divided loyalty to proving that the response was proportionate and recorded. By the close of the course they can:

- Design a declaration cycle with triggers, thresholds and recusal options — line managers deciding on conflicted staff
- Apply risk tiering to agents, distributors and consultants — procurement approving onboarding
- Assess beneficial ownership and adverse media findings — committees accepting or rejecting a counterparty
- Build a speak-up triage route with protection for reporters — investigators scoping a case
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Test gifts, hospitality and related-party controls with sampling evidence — audit committees seeking assurance
- Communicate culture indicators and screening results in a board dashboard — directors setting integrity priorities

Key Conflicts of Interest and Third-Party Screening Terms

- Conflict of interest — a situation where a personal, family or financial interest could influence, or appear to influence, an official decision.
- Recusal — stepping away from a decision or approval because a declared interest could compromise impartial judgement.
- Beneficial owner — the natural person who ultimately owns or controls a company, even through nominees or layered holdings.
- Red flag — an observable warning sign, such as unusual commission or refusal to disclose owners, that calls for enhanced checks.
- Enhanced due diligence — deeper verification applied to high-risk counterparties, including site visits, reference checks and ownership tracing.
- Integrity clause — a contract term that lets an organisation audit, suspend or exit a counterparty after misconduct.

Conflicts of Interest and Third-Party Screening Day by Day

Day 1: Integrity Exposure Across the Value Chain

- Integrity Exposure Mapping — Where Divided Loyalties Distort Decisions
- Code of Conduct Architecture — Rules Staff Can Actually Follow
- Bribery Typologies in Sales and Procurement — Priority Scenarios to Control
- Oversight Duties Across Business, Compliance and Audit — Who Owns Each Check
- Sector Case Contrast: Construction and Healthcare — Lessons for Control Design

Day 2: Personal Interests and Declarations

- Interest Categories: Financial, Family, Outside Roles — Scope of the Declaration Form
- Declaration Triggers and Annual Cycles — When Staff Must Disclose Again
- Interest Register Design — Searchable Records That Support Later Audit
- Recusal and Mitigation Options — Proportionate Responses to Declared Interests
- Senior Officer and Director Interests — Escalation to the Board Chair

Day 3: Gifts, Hospitality and Related Parties

- Gifts and Hospitality Thresholds — Approval Levels and Refusal Wording
- Sponsorship and Donation Reviews — Hidden Benefit to Officials or Clients
- Related-Party Transaction Approval — Independent Sign-Off and Disclosure
- Recruitment of Relatives and Officials — Hiring Integrity Checks
- Expense Claim Analytics — Spotting Patterns Behind Disguised Benefits

Day 4: Third-Party Risk Tiering

- Third-Party Inventory Building — Agents, Distributors, Consultants and Partners
- Risk Tiering Criteria — Government Touchpoints, Commission Levels, Geography
- Onboarding Questionnaires — Information Each Tier Must Supply
- Business Justification Memos — Why This Intermediary Is Needed
- Proportionality Rules — Matching Checking Effort to Tier

Day 5: Ownership Tracing and Adverse Media

- Beneficial Ownership Tracing — Revealing Nominees and Layered Holdings
- Adverse Media Searching — Separating Credible Allegations From Noise
- Sanctions and Watchlist Screening — Handling Name Matches and False Positives
- Politically Exposed Person Links — Escalation and Senior Approval
- Red Flag Resolution Records — Documenting Why a Concern Was Cleared

Day 6: Contracts, Payments and Ongoing Monitoring

- Integrity Clauses and Audit Rights — Leverage Over Counterparties After Signing
- Commission and Payment Controls — Blocking Off-Contract or Offshore Payments
- Periodic Rescreening Cycles — Refresh Intervals by Risk Tier
- Counterparty Certification Letters — Annual Assurance From Intermediaries
- Exit and Suspension Protocols — Ending Relationships After Misconduct

Day 7: Speak-Up Channels and Case Intake

- Speak-Up Channel Design — Access, Anonymity and Language Options
- Reporter Protection Measures — Preventing Retaliation After a Report
- Case Triage Matrix — Routing Concerns by Severity and Subject
- Conflict-Related Allegation Patterns — Signals Hidden in Speak-Up Data
- Feedback to Reporters — Closing the Loop Without Breaching Confidentiality

Day 8: Integrity Investigations and Remedies

- Investigation Scoping Notes — Allegations, Evidence Sources and Limits
- Interview Planning for Conflict Cases — Fair Process for the Subject
- Document and Ledger Evidence — Linking Interests to Decisions Taken
- Root Cause Analysis — Control Gaps Behind Each Substantiated Case
- Disciplinary and Remedial Outcomes — Consistency Across Similar Cases

Day 9: Culture Measures and Board Reporting

- Ethical Culture Surveys — Indicators of Willingness to Declare and Report
- Control Testing by Sampling — Assurance Over Declarations and Vetting
- Integrity Indicators Dashboard — Measures Directors Can Act On
- Board Paper Structure — Presenting Exposure, Cases and Remedies
- Training and Attestation Tracking — Evidence That Rules Reached Staff

Day 10: Practising the Integrity Screening Plan

- Declaration Cycle Simulation — Testing Recusal Decisions on Live Scenarios
- Intermediary Vetting Exercise — Tiering and Clearing a High-Risk Agent
- Speak-Up Case Walk-Through — From Intake to Remedial Action
- Dashboard Peer Critique — Sharpening Board-Level Integrity Messages
- Integrity Screening Plan Completion — Priorities, Owners and Review Cycle

Applying Conflicts of Interest and Third-Party Screening After the Course

- Run a risk-tiering pass over the current list of agents and distributors and flag those needing enhanced due diligence.
- Reissue the interest declaration form with clear triggers and test a sample of returns against procurement approvals.

Conflicts of Interest and Third-Party Screening Questions FAQ

What is conflicts of interest and third-party screening, and why does it matter now?

It is the set of controls that identify personal interests and vet external parties before they shape decisions. It matters now because layered ownership, agent-driven sales and closer board scrutiny make undisclosed interests a leading source of bribery and procurement failures.

Which roles gain most from conflicts of interest and third-party screening training?

Compliance officers, ethics leads and internal auditors gain most. Procurement specialists and investigators who handle declarations, intermediary onboarding or speak-up cases also benefit.

How does conflicts of interest and third-party screening differ from a general ethics culture course?

It is narrower and more technical. A general ethics culture course shapes values and leadership tone, while this one builds the declaration registers, vetting tiers, ownership checks and case routes that prove integrity controls actually operate.

What do you bring back from conflicts of interest and third-party screening?

You bring back a working screening plan. It sets declaration triggers, risk tiers for intermediaries, red flag resolution records, a speak-up triage route and a board dashboard of integrity indicators ready to adapt to your organisation.

Conflicts of Interest and Third-Party Screening: The Way Forward

The integrity screening plan first informs which intermediaries need enhanced due diligence before their next contract renewal. Compliance officers own it, procurement applies its tiers and auditors test it. After its first cycle, revisit the declaration triggers and the culture indicators, since the patterns emerging from speak-up cases often show where interests remain hidden and where vetting effort can be reduced.