

1. Personal data

1.1 Last name /First name

Academic title

Owner

Associate / Partner

Company´s share: _____%

Manager

Permanent employment

Freelancer

1.2 Private address

Telephone:

E-Mail:

1.3 Amount of consultation days in the former calendar year with 8 hours each*)

Therefrom extern invoiced through the above mentioned consultancy:

2. Area of activity

2.1 Areas of activity industries

Share of the invoiced consultation days in %

*) days of active consultancy or for leading of management consultants.

2.2 Focus of activities divided in functional areas

	<u>Share of the invoiced consultation days in %</u>
■ Corporate management/ Organisation / Business analysis	_____
■ Finance- and administrative systems / Controlling	_____
■ Marketing	_____
■ Communication management	_____
■ Production- and service-management (incl. technique, logistics, research, development and quality control)	_____
■ Company foundation / Management-Buy-Out	_____
■ Economic studies	_____
■ Human resources development (further education and training)	_____
■ Restructuring consulting (incl. the activity as CRO in appropriateness to the restructuring case for a limited time).	_____
■ Management-consulting in the information management area	_____
■ Project management of external projects for customers like e.g. power plant construction and plant engineering, Software-implementation, IT-development projects and so on. These are generally orders where project management standards respectively certifications are demanded. (e. g. IPMA, GPM, PMBOK Guide, Prince 2, DIN 69901, ISO 21500, V_type and so on) and where the project manager is normally busy for 8 months for individual projects. The project management of consulting projects respectively project accompanying acts for implementation with the customer has to be attributed to the according management consultancy's focus of activity (e. g. corporate management, organisation, controlling, marketing, restructuring, company founding and so on).	_____
■ Assistance with search and selection of personnel	_____
■ Outplacement	_____
■ Software-engineering, software development and adjustment	_____
■ Software training	_____
■ Interim-Management	_____
■ _____	_____
■ _____	_____
■ _____	_____

3. Self-declaration about professional practice and personal reliability

When applicable, please
mark with a cross

- 3.1 I have not been penalised for breach of regulations of
- a) criminal law about property-,assets and / or tax crimes, document fraud, acts of bankruptcy and / or homicidal crimes.*)
 - b) industrial law or work protection law.*)
 - c) narcotics-, weapons- and explosive laws.*)
- *) convictions which are not being mentioned in the certificate of conduct according to § 32 Central Federal Register Law (BZRG) do not have to be taken into account here.
- 3.2 There are currently no proceedings conducted against me according to points 3.1 a until c.
- 3.3 There has been no deprivation due to criminal conviction regarding to hold a public position.
- 3.4 I am in orderly economic conditions.
- There has been no application for an affirmation in lieu of oath about my financial circumstances (oath of manifestation).
- 3.5 There are no convictions or ongoing investigation due to breach of § 17 Law against unfair competition - UWG (disclosure of trade secrets or industrial secrets), § 18 UWG (unauthorised use of templates), § 19 UWG (inducing to treason), § 404 Aktiengesetz (obligation of secrecy for management board / supervisory board), § 85 GmbHG (obligation of secrecy for the manager), § 99 StGB (intelligence agent activities), § 202 a StGB (unauthorised data espionage) or § 43 BDSG (unauthorised saving and so on of personal data).
- 3.6 I confirm that I am a full-time management consultant and that I pursue it according to the IMCI Competency Frameworks on at least 150 days (each 8 hours) p.a. Shall it be demanded, I am willing to proof it.
- 3.7 The right to autonomous professional practice has been granted to me as a management consultant by the charter or the employment contract (no influence of third parties on the content related results of my work).
- 3.8 I am willing to proof the regularly professional development on my expertise area according to the Competency Framework under the ICMCI rules. I assure to invest the demanded minimum amount of hours (currently 30 hours p.a.). Proof for former times is enclosed.

Date

Signature