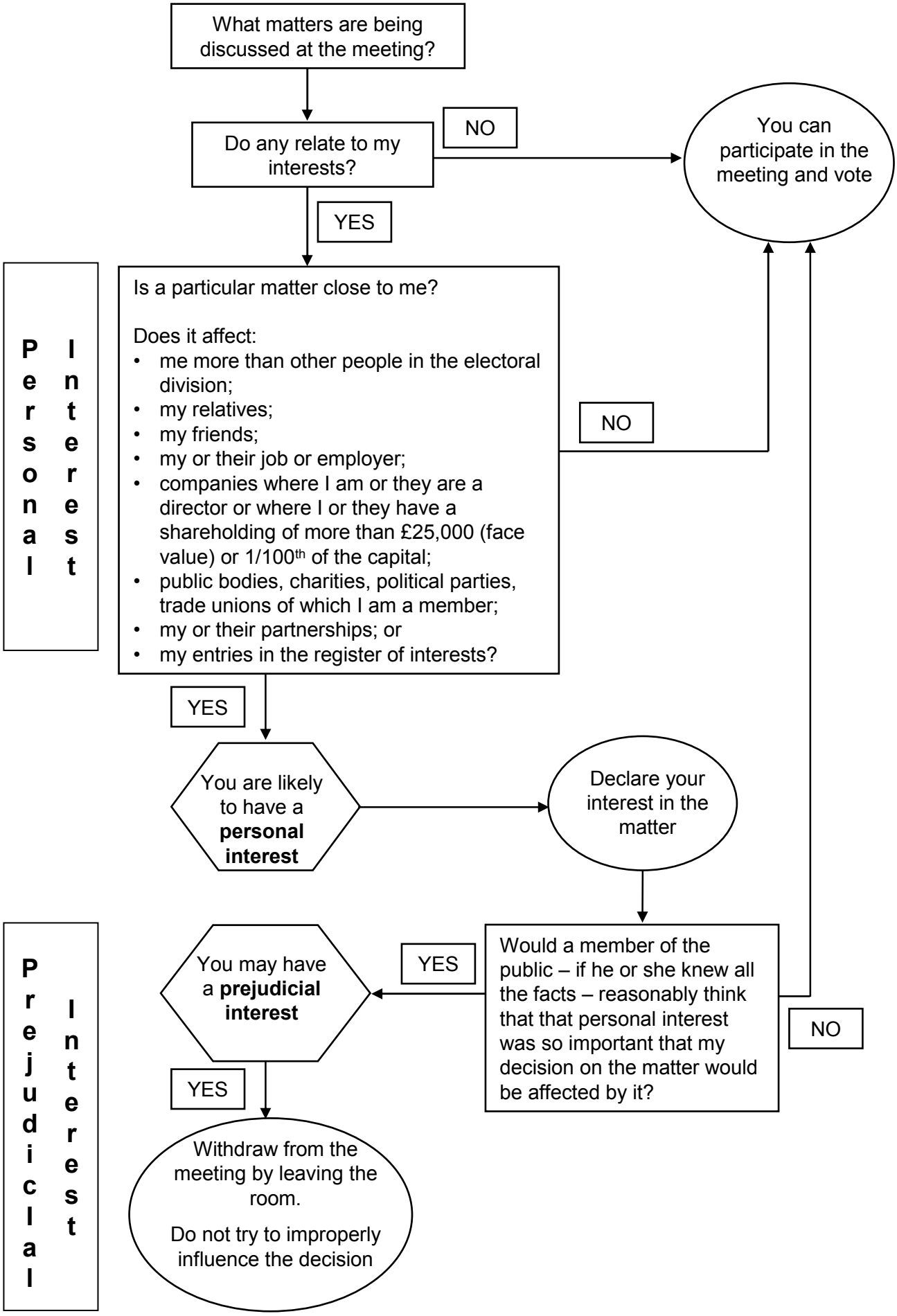DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF