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## CONFLICT OF INTEREST CERTIFICATION

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IN ACCORDANCE WITH THE ETHICS IN GOVERNMENT ACT OF 1978, YOU ARE REQUIRED TO SUBMIT OGE FORM 450, EXECUTIVE BRANCH CONFIDENTIAL FINANCIAL DISCLOSURE REPORT, WITHIN 30 DAYS OF YOUR APPOINTMENT AS AN AGENCY REPRESENTATIVE ON A CONTRACT/AGREEMENT IF YOU HAVE NOT PREVIOUSLY SUBMITTED A FINANCIAL DISCLOSURE REPORT WITHIN THE CURRENT FISCAL YEAR. YOU WILL BE REQUIRED TO SUBMIT ANNUAL FINANCIAL DISCLOSURE REPORTS FOR THE DURATION OF THIS CONTRACT/AGREEMENT IF WITHIN AN ANNUAL FILING CYCLE.

If you have submitted OGE FORM 450 within the current fiscal year, complete SECTION A of this Certification, review guidance provided in SECTION B; sign/date and immediately return this form to the REE Ethics Office (address provided below).

If you have not submitted OGE FORM 450, you must complete and return this report within 30 days to the REE Ethics Office, in addition to completion of this Certification.

Download the OGE FORM 450 at: <http://www.afm.ars.usda.gov/hrd/ethics/ethicsforms.htm>

For CRADAs, all documentation is required prior to final approval.

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### SECTION A

NAME ( <i>Last, First, Middle Initial</i> )	TELEPHONE NUMBER ( <i>including Area Code</i> )
ORGANIZATION / LOCATION	EMAIL ADDRESS
NAME OF CONTRACTOR / COOPERATING ORGANIZATION	<u>CONTRACT / AGREEMENT</u>  START DATE:  END DATE:
CONTRACT / AGREEMENT NUMBER	

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### SECTION B

I understand that Federal employees must avoid official work that could create a conflict of interest environment. This prohibition is specified by Title 18 U.S. Code Section 208 which prohibits Federal employees from participating personally and substantially as a Government officer or employee on Government matters that they, their spouse, minor child, general partner, organization in which they serve as officer, director, trustee, general partner or employee, or any person or organization with whom they are negotiating or have any arrangement concerning prospective employment, have a financial interest.

I hereby certify that I understand the above prohibition and the prohibitive environment specifically includes those situations where a USDA employee serves as an Agency Representative. I further understand that I must avoid serving in the above appointments where a financial interest with a contractor, its subsidiaries, or a cooperating organization exists.  
Loss of Impartiality

I also understand that, under 5 C.F.R. § 2635.502, I may not participate in any particular matter involving specific parties in which any of the following persons with whom I have a covered relationship is or represents a party, unless I am authorized in advance by my agency to participate pursuant to 5 C.F.R § 2635.502. I have a covered relationship with the following:

- (1) other than a prospective employer, anyone with whom I have or seek a business, contractual or other financial relationship, that involves other than a routine consumer transaction;
- (2) members of my household, or relatives with whom I have a close personal relationship;
- (3) anyone for whom my spouse, parent or dependent child is, to my knowledge, serving or seeking to serve as an officer, director, trustee, general partner, agent, attorney, consultant, contractor or employee;
- (4) anyone for whom I have, within the last year, served as officer, director, trustee, general partner, agent, attorney, consultant, contractor or employee; or
- (5) any organization (other than a political party) in which I am an active participant (e.g., a scientific or professional association).

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Certifications

I have reviewed the foregoing guidance and understand that performance of official duties on this project could result in a conflict of interest or loss of impartiality, among other situations, in circumstances where:

I, my spouse or minor child, hold stock or other investment interests with the above listed contractor/collaborating organization.

I, my spouse or minor child are offered, or expect to have offered, any gift, gratuity, benefit, or opportunity related to my performance of official duties on this project.

I, my spouse, parent, minor or dependent child, hold a position as an officer, director, trustee, general partner, or employee (paid or unpaid) with the above listed contractor/collaborating organization.

My spouse, parent, minor or dependent child, close personal relative, household member, or any one with whom I have, or seek to have a business arrangement or agreement, is or seeks to work on this project other than as an employee of the Federal Government.

My spouse, parent, minor or dependent child, close personal relative, household member, or any one with whom I have, or seek to have a business arrangement or agreement, is seeking my assistance in obtaining Federal employment in order to work on this project.

I, within the last year, served as officer, director, trustee, general partner, agent, attorney, consultant, contractor or employee for the above listed contractor/collaborating organization.

I, within the last year, received an extraordinary payment of \$10,000 or more from the above listed contractor/collaborating organization.

I, within the last year, served as a paid expert witness for the above listed contractor/collaborating organization.

I, my spouse, parent, minor or dependent child, serves as an agent, attorney, consultant, or contractor with the above listed contractor/collaborating organization.

I have any business arrangement or agreement, such as re-employment rights, consultant agreements, pending severance arrangements, and retirement plans with the above listed contractor/collaborating organization.

I, my spouse or minor child, receives royalties paid by, or licenses and other agreements held with, non-Federal entities for commercialization of patent rights held in a personal capacity with the above listed contractor/collaborating organization.

I accept any form of compensation from any non-Federal source for performing my official duties related to this project.

**By signing below, I certify that I understand the conflict of interest and impartiality concerns that I must avoid. I agree to contact the Mission/Area Ethics Advisor with regard to any of the above matters that may raise a potential conflict of interest or loss of impartiality concern before I perform official duties that may affect those interests. I also understand that I must seek prior approval to engage in outside employment and activities by submitting Form REE-101 (August 2004 version), Application for Approval to Engage in Non-Federal Employment or Activity, to my supervisor within a reasonable time before the employment begins. (If you have reported an outside position which requires submission of Form REE-101, include this form with your financial disclosure report).**

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(SIGNATURE)

(DATE)

Mail to:

USDA-REE-ARS-HRD-ERB  
REE ETHICS OFFICE  
5601 Sunnyside Avenue, Room 3-1170A  
Mail Stop 5102  
Beltsville, MD 20705-5102

Should you have any questions, please contact the REE Ethics Office on 301-504-1467 or via e-mail at [ReeEthics@ars.usda.gov](mailto:ReeEthics@ars.usda.gov)