



# CONFLICT OF INTEREST CERTIFICATION – Part A

1. Are you currently an employee of any entity of the University of California (including but not limited to any campus, medical center, lab or the Office of the President)?  YES  NO
2. Are you a former employee, within the last two years, of any campus, medical center, and/or lab of the University of California?  YES  NO
3. Are you a near relative of an employee of any campus, medical center, and/or lab of the University of California?  YES  NO
4. If you answer “Yes” to any of the 3 questions above: you must complete Part B. (Prepare a separate Part B for each individual identified above )
5. If you answer “No” to all 3 questions: sign and date the certification statement below. (Do not use Part B.)

I certify that the above information is true and that I am the person whose name is signed below:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date

## DEFINITIONS

Employee - any individual who is presently employed by the University.

Employee with Teaching or Research Responsibilities – an academic appointee who is engaged in teaching and/or research activities, and certain staff employees (e.g., Staff Research Associates) who may participate in teaching or research activities.

Former employee – an individual who has retired or separated from the University, was dismissed, or was otherwise formerly employed by the University

Near Relative – the spouse, child, parent, brother, sister, son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, or sister-in-law of a University employee, and step-relatives in the same relationship.

- o *Near relative* also includes the domestic partner of a University employee and a relative of the domestic partner in one of the foregoing relationships.

*Definitions from Business Bulletin 43, Part 7 Employee/Vendor Relationships*



### CONFLICT OF INTEREST CERTIFICATION – Part B

Complete this page if you answered yes to any of the three questions in Part A. Prepare a separate Part B for each individual as needed (for example, you would prepare two of Part B if you were an employee within the last two years and you also have a near relative who is currently employed by the University)

1. Please list current and/or former positions held by you or your near relative:

Name	UC Location	Department	Position	Date of Separation

2. Please describe your financial interest in the transaction (or the financial interest of near-relative):

\_\_\_\_\_

3. Please describe your financial interest (or the financial interest of your near relative) in any business entity involved in the transaction:

\_\_\_\_\_

4. Do you (or your near relative) have any past, current, or future responsibility for, involvement in, or direct influence on any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract?

NO     YES, please explain:

\_\_\_\_\_  
\_\_\_\_\_

5. Do you certify that no University time, material, equipment, or facilities have been or will be used in connection with any resulting purchase order or contract?     YES     NO

\_\_\_\_\_

I certify that the above information is true.

\_\_\_\_\_  
Potential Vendor: Print name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved:  YES

NO

\_\_\_\_\_  
Director of Business Services (Materiel Manager)

\_\_\_\_\_  
Date