

# NATIONAL LABORATORY OF THE ROCKIES

## ACQUISITION SERVICES

Number	Title	Revision	Date
OCFO-AS-4060	OCI – Disclosure Statement	0	3/16/2026

### INSTRUCTIONS

Offerors are to complete an Organizational Conflict of Interest DISCLOSURE Statement using this form only for purposes of disclosing an actual or potential organizational conflict of interest. If the Offeror has determined that it has no organizational conflict of interest to report, please complete the Organizational Conflict of Interest REPRESENTATION Statement

NOTE: An unfair competitive advantage does not include the normal flow of benefits from the performance of the proposed effort under the proposed subcontract with NLR.

The disclosed information shall be presented within the template below in the following prescribed format:

1. Include a statement of any past (within the past 12 months), present, or currently planned financial, contractual, organizational, or other interests relating to the performance of the statement of work.
2. For contractual interests, include the name, address, telephone number of the client(s), a description of the services rendered to the client(s), and the name of the responsible officer or employee of the offeror who is knowledgeable about the services rendered to such client(s) if, in the 12 months preceding the date of the statement, services were rendered to the U.S. Government or any other client(s) (including a foreign government or person) respecting the same subject matter of the solicitation or proposed subcontract or directly related to such subject matter. The agency name and contract number under which the services were rendered must also be included, if applicable.
3. For financial interests, the statement must include the nature and extent of the interest and the name and address of any entity or entities involved in the financial relationship.
4. For these and any other interests enough information must be provided to allow a meaningful evaluation of the potential effect of the interest on the performance of the statement of work.
5. Include, complete, sign and date a signature block as provided in the template below (Note: NLR cannot accept digital signatures at the present time, all signatures must have the appearance of having been personally signed by hand. Signed, scanned and emailed documents are acceptable).

## ORGANIZATIONAL CONFLICTS OF INTEREST DISCLOSURE STATEMENT

**Solicitation/Proposed Subcontract Number:** \_\_\_\_\_

On behalf of my organization, I disclose that with respect to a potential or actual organizational conflict of interest regarding: (1) being able to render impartial, technically sound, and objective assistance or advice, or (2) being given an unfair competitive advantage, the facts of such potential or actual conflict are fully disclosed below:

**1. Contractual Interest Disclosures** *(replicate table template for additional contractual disclosures):*

(a) Agency name and contract number under which the services were rendered:

\_\_\_\_\_

(b) Name of Client (if other than Agency): \_\_\_\_\_

(c) Name of the responsible officer or employee of the offeror who is knowledgeable about the services rendered to such client:

\_\_\_\_\_

(d) Telephone number and email address of the client: \_\_\_\_\_

(e) Description of the services rendered to the client(s):

\_\_\_\_\_

**2. Financial Interest Disclosures** *(replicate table template for additional financial disclosures):*

(1) Description of the nature and extent of the interest:

\_\_\_\_\_

(2) Name and address of any entity or entities involved in the financial relationship:

\_\_\_\_\_

**3. Additional information** to allow a meaningful evaluation of the potential effect of the interest on the performance of the statement of work:

\_\_\_\_\_

I hereby disclose all information included above in accordance with DEAR 952.209-8:

**Organization/Company Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name and Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_