



Supplier Code of Conduct Declaration of Conflict of Interest or Potential/Perceived Conflict of Interest

Suppliers shall not try to gain improper advantage or improperly impact a Laurentis employee's ability to make sound, impartial, and objective decisions on behalf of Laurentis. Suppliers shall disclose any situation that appears to conflict, or could potentially conflict, in any way, with the interests of Laurentis. This includes situations where a Laurentis employee has an interest in or non-arm's length relationship to the suppliers' business.

Instructions:

Supplier: Discuss the situation with the manager of your Laurentis contract owner, then complete Part A, attaching additional pages if more space is required.

Manager of Laurentis contract owner: Review and determine the appropriate action, consult with your Manager, your Human Resource Business Partner and the Ethics Office as appropriate. Complete Part B of the form and discuss the disposition with the supplier. Attach additional pages if more space is required.

Please send completed form by email to the Human Resources Office, human.resources@laurentisenergy.com.

This form is to be completed to declare a Conflict of Interest or Potential/Perceived Conflict of Interest.

Part A		
Name (please print):	Title:	Phone Number:
Supplier Name:	Laurentis Purchase Order/Contract Number:	Supplier Phone Number:
Laurentis Site/Project Title:		
Laurentis Contract Owner and Phone Number (if known) (please print):	Laurentis Purchasing Agent/Buyer and Phone Number (if known) (please print):	
Details regarding the potential/perceived/actual Conflict of Interest:		
Signature:	Date:	

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Part B	
Manager of Laurentis Contract Owner comments and disposition:	
Manager Signature:	Date:
Signature of Supplier Representative (with whom this disposition has been discussed):	Date:

Personal information contained on this form is collected and shall only be used pursuant to the Laurentis Supplier Code of Conduct to identify and resolve actual or potential conflicts of interest or the appearance of conflicts of interest.