

CITIZENS PROPERTY INSURANCE CORPORATION VENDOR CONFLICT OF INTEREST DISCLOSURE FORM

This form is required for all contracts or individual purchases with a total value of \$35,000 or more

Vendors are responsible for disclosing a current or reasonably foreseeable conflict of interest involving Citizens (a "Necessary Disclosure"). Citizens is required by law and corporate policy to avoid, neutralize, or mitigate significant potential or actual organizational conflicts of interest.

Respond to each disclosure statement in the boxes below. In completing the disclosure statements:

- You should select "Yes" if a Necessary Disclosure exists or if you are uncertain whether a particular circumstance constitutes a Necessary Disclosure and, in either event, explain the circumstances.
- You should select "No" if you know that a Necessary Disclosure does not exist.
- You should select "None known and not reasonably ascertainable" if it is unduly burdensome to discover the correct response for reasons such as your workforce is so large that it is unreasonable to ascertain whether any Necessary Disclosures exist, and you in fact do not have knowledge of any Necessary Disclosure.

Disclosure Statement 1:

Employment by Vendor of a current Citizens employee or Board Member, or Relative of a current Citizens employee or Board Member.

Check One:

☐ Yes ☐ No ☐ None known and not reasonably ascertainable.

If you answered Yes, please explain:

If you answered "None known and not reasonably ascertainable," please state reason why the answer is not reasonably ascertainable:

Disclosure Statement 2:

Employment by Vendor of a former Citizens Senior Manager or Board Member, or Relative of a former Citizens Senior Manager or Board Member.

Check One:

☐ Yes ☐ No ☐ None known and not reasonably ascertainable.

If you answered Yes, please explain:

If you answered "None known and not reasonably ascertainable," please state reason why the answer is not reasonably ascertainable:

ATTACHMENT F
RFP 17-0021 ENTERPRISE RISK MANAGEMENT SYSTEM

Disclosure Statement 3:

Direct or indirect ownership of a Material Personal Financial Interest in the Vendor by a Citizens employee, Board Member, or Relative of a Citizens employee or Board Member.

Check One:

☐ Yes ☐ No ☐ None known and not reasonably ascertainable.

If you answered Yes, please explain:

If you answered "None known and not reasonably ascertainable" please state reason why the answer is not reasonably ascertainable:

Disclosure Statement 4:

A past, present, or foreseeable payment or provision of anything of value by Vendor to a Citizens employee, Board Member, or Relative of a Citizens employee or Board Member that could reasonably appear to influence the employee's or Board Member's official actions or judgment.

Check One:

☐ Yes ☐ No ☐ None known and not reasonably ascertainable.

If you answered Yes, please explain:

If you answered "None known and not reasonably ascertainable" please state reason why the answer is not reasonably ascertainable:

Disclosure Statement 5:

Existence of an unfair competitive advantage in favor of Vendor with regard to a Citizens contract for which Vendor is competing. An unfair competitive advantage exists when the vendor competing for award of a contract obtained either: (i) access to information that is not available to the public and which would assist the vendor in obtaining the contract, or (ii) source selection information that is relevant to the contract but is not available to all competitors and that would assist the vendor in obtaining the contract.

Check One:

☐ Yes ☐ No ☐ None known and not reasonably ascertainable.

If you answered Yes, please explain:

If you answered "None known and not reasonably ascertainable" please state reason why the answer is not reasonably ascertainable:

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Disclosure Statement 6:

Vendor, through any affiliates, subsidiaries, or other ongoing business relationships, has a potential or actual conflict between services that may be provided by Vendor to Citizens and the activities of the affiliate, subsidiary, or ongoing business relationship.

Check One:

☐ Yes ☐ No ☐ None known and not reasonably ascertainable.

If you answered Yes, please explain:

If you answered "None known and not reasonably ascertainable" please state reason why the answer is not reasonably ascertainable:

DEFINITIONS:

Authorized Representative means a representative of the vendor with knowledge of Vendor's operations and personnel sufficient to in good faith provide Necessary Disclosures on behalf of the vendor as detailed above.

Relative means father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, or daughter-in-law.

Senior Manager means the President; a person employed as an executive who directly reports to the President; the Chief Internal Auditor; the Inspector General; and any other person designated by Florida law to be a Senior Manager of the corporation.

Material Personal Financial Interest in a vendor means any position as owner, proprietor, manager, partner (active or silent), officer, director, shareholder or beneficiary of such vendor. A material personal financial interest does not, in most instances, pertain to ownership of a limited number of shares in publicly held firms, shares owned through a mutual fund, or personal bank accounts. However, direct or indirect ownership of more than five (5) percent of the total assets or capital stock of a vendor constitutes a material personal financial interest in such vendor.

SIGNATURE:

By my signature below, I certify that I am an Authorized Representative of the Vendor named below, and that all of the information provided above is true and complete to the best of my knowledge:

Print the Name of Vendor

Print Your Position Title

Print Your Name

Email Address

Phone

Signature

Date