

NDSU Extension Annual Conflict of Interest Notification/Disclosure Statement

Questions about this form? Contact your direct supervisor.

All NDSU Extension employees have an obligation to disclose or report situations or activities that create an actual, potential, or apparent conflict of interest. In compliance with NDSU Policy [151 Code of Conduct](#) and [151.1 External Activities and Conflicts of Interest](#), I provide and submit the following information concerning my outside activities, side employment, and ownership or operation of a farm or other business:

Notification of Outside Activity

- Trading in agricultural or other commodities Yes
- Candidacy in partisan or non-partisan election Yes
- Board Service: Service in an Extension role on a non-profit board Yes
- Service as private citizen to a board Yes

Description of activity: _____

Disclosure of Side Employment

Only required if employment occurs on a regular basis and earnings exceed \$5,000 per calendar year.

Description of side employment _____

Disclosure of Ownership or Operation of a Farm or Other Business

Business Identification

Business Name _____

Address _____ City _____ State _____ Zip Code _____

Telephone _____ Fax _____

Type of Business Entity

- Cooperation Partnership Sole Proprietor Other Describe _____

Description of business product or service: _____

Nature of Business Interest (complete all that apply):

- Farm or ranch operation Yes No
- Personal ownership: Yes No Percentage _____
- Related to owner Yes No Relationship _____
- Other _____ Describe _____

Acknowledgement

Print Name _____ Department, REC, or County _____

Signature _____ Date _____

Program leader, district director or immediate supervisor _____ Associate Director, NDSU Extension _____