

ADVOCACY QUESTIONNAIRE

United States Government advocacy decisions are made on the basis of the best information available. To assist us in responding effectively to your company's request for advocacy, please submit this Questionnaire (including the information requested on the following pages) and other relevant materials to your USG contact or to the Advocacy Center, U.S. Department of Commerce, Room 3814A, Washington, D.C. 20230, Phone: (202) 482-3896, Fax: (202) 482-3508. Please also complete the attached "Agreement Concerning Bribery and Corporate Policy Prohibiting Bribery".

This Questionnaire should be completed by the bidder for the project, except in special circumstances. Subcontractors or suppliers should not complete this form. If you are awarded a project for which USG advocacy has been provided, the Advocacy Center may follow-up to assess the effectiveness of our assistance and the benefits to the U.S. economy. Companies are responsible for informing the Advocacy Center of any material changes in the information provided.

Freedom of Information Act: Information submitted to the government may be subject to disclosure pursuant to the Freedom of Information Act. However, all confidential commercial information will be protected from disclosure to the extent permitted by law. You will be notified if any such information submitted by you is responsive to a Freedom of Information Act request.

Name and Location of the Project: _____

Name of Company: _____

Place of Incorporation: _____

Ownership (Identify Any Parent Companies): _____

Size (annual sales; number of employees): _____

Address: _____

Contact and Title: _____

Contact Telephone: _____ Fax: _____

Certification

The undersigned, being so authorized, certifies on behalf of the Company that, to the best of his/her knowledge, the information provided herewith is complete and accurate, and that the Company is in compliance with applicable U.S. law including the Foreign Corrupt Practices Act.

Signature of Authorized Company Official

Date

Name of Authorized Company Official

Title of Authorized Company Official

Submit this Questionnaire and related information to your USG contact or to the Advocacy Center, U.S. Department of Commerce, Room 3814A, Washington, D.C. 20230, Phone: (202) 482-3896, Fax: (202) 482-3508. The Questionnaire is also available at our website: <http://www.ita.doc.gov/advocacy/question.html>. If the information is submitted electronically, this signature page, and the Agreement Concerning Bribery and Corporate Policy Prohibiting Bribery, must also be provided by mail or fax.

Public Reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Reports Clearance Officer, International Trade Administration, Room 4001, U.S. Department of Commerce, Washington, D.C. 20230 and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Paperwork Reduction Project (0625-0125), Washington, D.C. 20503 March 1999

Please respond in detail. Include additional sheets of paper if necessary.

A. TRANSACTION/PROJECT:

1. Description of the project:

2. Total value of the project (specify value provided by domestic and foreign partners in the consortium):

3. U.S. export content (please list goods and services separately):

a. U.S. export content to be provided by your company:

b. U.S. export content to be provided by other company(ies):

4. Status, stage of project, bid process and expected decision date:

5. Name and title of decision maker(s):

- a. _____
- b. _____
- c. _____
- d. _____

6. Are you bidding in a partnership or consortium with other companies? _____ If yes:

a. **Ownership/structure/control of the consortium (provide percentages where applicable):**

b. **Name, address, telephone number, contact name and title of the company's partners and/or consortium members:**

c. **Anticipated role of each partner and/or member of the consortium:**

d. **Additional information regarding partners and/or consortium members, or officers or shareholders of partners and/or consortium members, of which the USG should be aware:**

7. How will this project affect the environment?

B. REQUEST FOR ADVOCACY:

1. Type of assistance requested:

2. Reason for requested assistance:

3. Please highlight the competitiveness of your bid in terms of technology and price:

4. Has your company, partner(s) or any member of your consortium requested or received advocacy or assistance by a foreign government in connection with this project?

If yes, please explain.

a. How does your company plan to finance this project?

b. Has your company or a member of your consortium applied for financing/support from any public export finance institution (e.g. EXIM, OPIC, and including any foreign export financing agencies)? If yes, please provide status.

**AGREEMENT CONCERNING BRIBERY AND
CORPORATE POLICY PROHIBITING BRIBERY**

Agreement:

_____ (“the Company”) has requested advocacy assistance for the _____ project in _____. In connection with this request the Company agrees that it and its Affiliates:

(1) have not and will not engage in the bribery of foreign public officials in connection with the above matter; and

(2) maintain and enforce a policy that prohibits the bribery of foreign public officials.

The Company understands that failure to comply with the terms of this Agreement may result in the denial of advocacy assistance.

Definitions:

For purposes of this Agreement:

The term “*Affiliates*” means (a) any company that holds, directly or indirectly, a majority of the voting stock of the Company; and (b) any other company the majority ownership of whose voting stock is held, directly or indirectly, by a company described in (a).

The term “*bribery of foreign public officials*” has the meaning of the term “*bribery of foreign public officials*” in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions. In addition, for companies that are subject to the Foreign Corrupt Practices Act of 1977 (FCPA), the term “*bribery of foreign public officials*” refers to practices prohibited by the FCPA (see 15 U.S.C. §§ 78dd1, 78dd2, and 78dd-3).

[Name of the Company]

by: _____
[Signature]

Date: _____

[Title]