

CONFLICT OF INTEREST DISCLOSURE STATEMENT
(for use by Employees)

An Employee must promptly

- disclose his own conflicts of interest in writing to the Executive Director through this Conflict of Interest Disclosure Statement, and
- either in writing through this Conflict of Interest Disclosure Statement or verbally by contacting the TRS “hot” line for anonymous ethics reporting, disclose conflicts of interest involving others of which the Employee becomes aware.

To: Executive Director

(For use by TRS Employees. Your disclosure should be sent to the Executive Director, unless you have reason to believe that disclosure to the Executive Director would be ineffective. In the latter case, your disclosure should be sent to the General Counsel.)

Describe the facts and circumstances that create the conflict of interest. Specify the interest or relationship that creates the conflict. If a conflict of interest involving an Employee is the subject of this statement, see Section IV.A. of the Employee Ethics Policy for the definition of a conflict of interest; if a conflict of interest involving a Trustee is the subject of this statement, see the Board of Trustees Ethics Policy for the definition of a conflict of interest; and if a Contractor is the subject of this statement, see Section I.A. of the Code of Ethics for Contractors (the “Code”) for the definition of a conflict of interest. Name all relevant parties. Attach additional pages to this form, if needed.

(For use only if the reporting Employee has a conflict of interest.) Please answer "yes" or "no" and give any requested explanation.

_____ I believe that I have a conflict of interest.

_____ I have withdrawn from participation in the matters affected by the conflict of interest pending further notification from TRS.

_____ I have cured the conflict of interest or believe that I can cure the conflict of interest by taking the following action (check all applicable blanks and provide explanatory details below):

_____ promptly eliminating the conflict;

_____ prudently withdraw from action on the particular matter in which the conflict exists; or

_____ terminate my relationship with TRS as quickly and responsibly and legally possible.

Explanatory Details. _____

_____ I request a waiver from the Executive Director relating to the prohibition on giving advice or making decisions about matters affected by the conflict of interest that is the subject of this disclosure.

If "yes," state why.

_____ I have provided a copy of this disclosure statement to my supervisor, team leader or manager.

If "no," why not?

(For use only if the Employee that is filing this form is reporting on a conflict of interest involving another individual or entity.) Please answer "yes" or "no" or "do not know" and give any requested explanation.

_____ I believe that another individual or entity has a conflict of interest, as described above.

_____ The other individual or entity has withdrawn from participation in the matters affected by the conflict of interest pending further notification from TRS.

_____ I have provided a copy of this disclosure statement to the TRS personnel who supervise or monitor the individual or entity that is the subject of this disclosure statement.

If "no," why not? _____

Signature

Printed Name

Title or Position of Individual Named Immediately Above

Date