

IMPORTANT - REQUIRES IMMEDIATE ATTENTION!
PLEASE EMAIL PDF COPY OF COMPLETED FORM TO PURCHASING@INSITU.COM

In compliance with FAR 19.202-5 "Data Collection and Reporting Requirements," Insitu, Inc. requests all suppliers provide a business size certification by marking the following accordingly. Your prompt response will avoid unnecessary delays in future business transactions. Please refer to page 2 for definitions.

Supplier Information

Company Name (Full legal name)		Phone (include area code)	
Manufacturing Address (Primary Address, if not a Mfg Facility)		City	Country
State / Province	Postal Code	Parent Company Name	Same as company above

Business Size and Diversity Information (see page 2 for definitions)

NOTE: Information below is based on the country designation of the profile subject of this request.

<p>*SIZE INFORMATION (Check one box only)</p> <p><u>US Suppliers:</u></p> <p>Small Business (SB)</p> <p>Large Business</p> <p>Non-profit Organization</p> <p>University or Minority Institution (HBCU/MI)</p> <p>Affiliate Member of NIB and / or NISH (SourceAmerica)</p> <p><u>Non-US Suppliers:</u></p> <p>Large Business</p> <p>Small / Medium</p> <p>Micro</p>	<p>*OWNERSHIP INFORMATION (Check all that apply)</p> <p>Minority Owned</p> <p>Owner Ethnicity Information (Check one box only)</p> <p>African American</p> <p>Asian Pacific American</p> <p>Hispanic American</p> <p>Native American</p> <p>Subcontinent Asian American</p> <p>Other – All other ethnicities</p> <p>Alaska Native Corporation</p> <p>Disabled Owned Business Enterprise (DOBE)*</p> <p>LGBT-Owned Business Enterprise (LGBTBE)*</p>	<p>NOT APPLICABLE</p> <p>Indian Tribes (US Federally Recognized)</p> <p>National Minority Supplier Development Council Certified (NMSDC) Certified (Type 1), CAMSC, MSDUK, MSD-China, or Other NMSDC affiliate*</p> <p>SBA - Certified HUBZone SB*</p> <p>Veteran Owned</p> <p>Service-Disabled Veteran (American Owned)</p> <p>Small Disadvantaged Business (SDB)</p> <p>National Veteran Business Development Council (NVBDC)*</p> <p>Woman Owned (Self-Certified)</p> <p>Womens Business Enterprise National Council Certified (WBENC) and WEConnect (China, Canada, UK) *</p>
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* A copy of the certification letter MUST be provided for all 3rd party certifications, such as WBENC and NMSDC. If a copy of the certificate is not provided, this indicator cannot be applied to your company profile and may affect business decisions (attach to submittal).

NOTICE: In accordance with 15 U.S.C. 645(d), any person who misrepresents a firm's proper size classification shall (1) be punished by imposition of a fine, imprisonment, or both; (2) be subject to administrative remedies; and (3) be ineligible for participation in programs conducted under the authority of the Small Business Act.

North American Industry Classification Code Systems (NAICS)

PRIMARY	SECONDARY	ADDITIONAL	ADDITIONAL
ADDITIONAL	ADDITIONAL	ADDITIONAL	ADDITIONAL

CERTIFICATION IS REQUIRED BY AN AUTHORIZED OFFICIAL VERIFYING THE INFORMATION CONTAINED ON THIS FORM IS TRUE. (VOID UNLESS SIGNED)

Print Name	Signature (required)	Phone (include area code)
Title	Email Address	Date

SIZE INFORMATION

Concern or Business Concern - a business entity organized for profit, with a place of business located in the United States, and which operates primarily within the United States or which makes a significant contribution to the U.S. economy through payment of taxes or use of American products, materials or labor.

Small Business - A concern that is independently owned and operated, is not dominant in the field of operations in which it is bidding and meets the NAICS size standards as prescribed in (<http://www.census.gov/naics/>) and Code of Federal Regulations, Title 13, Part 121). Consult your regional or district SBA office if further clarification is needed.

Large Business - A business concern that exceeds the small business size code standards established by the SBA.

Foreign Business - A business organized under the law of a country other than the U.S., its territories or possessions. A foreign business does not have a place of business located in the U.S., does not operate primarily within the U.S. or does not make a significant contribution to the U.S. economy through payment of taxes and/or use of American products, material, and/or labor, etc. Non-US Supplier Size Information: To be applied based on country designation of the profile being updated. Includes Large Business, Small/Medium (SME), and Micro options.

Non-Profit Organization - Any organization not conducted or maintained for the purpose of making profit (excluding HBCU/MI's and NIB/NISH affiliates). Includes universities, colleges, & local, state & federal governments.

Historically Black College / University or Minority Institution (HBCU/MI) - HBCUs are institutions that were established before 1964 and have a principal mission that was, and is, the education of Black Americans. MIs are institutions that substantially increase the higher education opportunities for minority and/or low income students who are educationally disadvantaged or underrepresented in post-secondary education. HBCUs and MIs must meet the requirements of Title 34 of the CFR, Parts 608.2 and 607.2, respectively.

Affiliate Member of National Institute for the Blind (NIB) & National Institution for the Severely Handicapped (NISH) Source America - NIB/NISH - a business that is affiliated with NIB or NISH. NIB/NISH are national not-for-profit agencies that create employment opportunities for people who are blind or severely disabled. (<http://www.nib.org> and <http://www.sourceamerica.org>)

OWNERSHIP INFORMATION * person(s) with 51% or more ownership must be a U.S. Citizen

Minority Owned * - A business that is at least 51 percent owned by one or more minorities; or in the case of any publicly owned business, at least 51% of the stock is owned by one or more minorities; and whose management and daily business operations are controlled by one or more minorities.

Woman Owned * - A business that is at least 51 % owned by one or more women; or, in the case of any publicly owned business, at least 51% of the stock is owned by one or more women; and whose management and daily business operations are controlled by one or more women.

Small Disadvantaged Business (SDB) - A business concern: (refer to: <http://www.gpoaccess.gov/cfr/retrieve.html>)

1. that qualifies as "small" per the SBA Table of Small Business Size Standards Matched to North American Industry Classification System Codes. <http://www.sba.gov/content/north-american-industry-classification-system-codes-and-small-business-size-standards> &

2. that is at least 51% unconditionally owned by one or more U.S. citizens who are socially & economically disadvantaged individuals &

3. whose management and daily business operations are controlled by one or more U.S. citizens who are socially and economically disadvantaged individuals &

4. the personal net worth of each individual claiming economic disadvantage is less than \$850,000 (Except for tribes, ANCs, CDCs and NHOs,) Note: ANCs, NHOs, or CDCs, must meet the "ownership", "management", and "control" criteria in Title 13 of the Code of Federal Regulations, Part 124.109, 124.110 and 124.111, respectively.

SBA - Certified HUBZone SB - A business certified by the SBA as a HUBZone Small Business. Validate HUBZone boundaries at <https://www.sba.gov/hubzone/> ; <http://www.sba.gov/size/indexableofsize.html>

Alaskan Native Corporation - means any Regional Corporation, Village Corporation, Urban Corporation and or Native Group organized under Alaska state laws and which is considered a minority and economically disadvantaged concern. This definition includes eligible ANC direct and indirect subsidiaries, corporations, joint ventures, and partnerships. - see <http://fairbanks-alaska.com/alaska-native-corporations.htm> for a list of known ANCs. This definition is in accordance with the Alaska Native Claims Settlement Act, as amended (43 U.S.C. 1601, *et seq.*) and which is considered a minority and economically disadvantaged concern under the criteria at 43 U.S.C. 1626(e)(1). This definition also includes ANC direct and indirect subsidiary corporations, joint ventures, and partnerships that meet the requirements of 43 U.S.C. 1626(e)(2).

Indian Tribes or Tribally-Owned - any Federally-recognized Indian Tribe, band, group, pueblo, or community (including native villages and native groups) that is eligible for services from the Bureau of Indian Affairs (BIA) - <http://www.doi.gov/tribes/index.cfm>

Veteran (American) Owned * - A business that is at least 51% owned by one or more veterans, or in the case of any publicly owned business, at least 51% of the stock is owned by one or more veterans, and whose management and daily business operations are controlled by one or more veterans. Veteran means a person who served in the active military, naval, or air service, and who was discharged or released there from under conditions other than dishonorable as defined in 38 U.S.C. 101 (2.) <http://www.vetbiz.gov>.

NVDBC - A business that is certified by NVDBC. NVDBC is an organization that provides educational, growth and development opportunities for VOSB/SDVOSB business owners. NVDBC is a third party authority for certification of veteran owned businesses. <https://www.nvdbc.org>

National Minority Supplier Development Council Certified (NMSDC), CAMSC, MSD-UK, MSD-China, or Other NMSDC affiliate * - A business that is certified by the NMSDC. <http://www.nmsdc.org>, <http://www.camsc.ca>, <http://www.msduk.org.uk>, <http://www.msdcchina.org/page/english.asp>.

Womens Business Enterprise National Council Certified (WBENC) and WEConnect (China, Canada, UK) * - A business that is certified by WBENC. WBENC is an organization formed to advocate and provide growth and development opportunities for women business owners. WBENC is a national third party certifier of a business owned and operated by women. <http://www.wbenc.org>, <http://www.weconnectinternational.org>, <http://www.weconnect.org.uk>, <http://www.weconnectcanada.org>.

LGBT-Owned Business Enterprise (LGBTBE): A business that is certified by the National LGBT Chamber of Commerce (NGLCC). <https://www.nglcc.org/>. A LGBT-Owned Business Enterprise (LGBTBE) is majority (at least 51%) owned, operated, managed, and controlled by an LGBT person or persons who are either U.S. citizens or lawful permanent residents Exercises independence from any non-LGBT business enterprise.

Disability-Owned Business Enterprise (DOBE): A business that is certified by Disability IN: <https://disabilityin.org/what-we-do/supplier-diversity/>. A disability-owned business enterprise (DOBE) is a for-profit business that is at least 51% owned, managed and controlled by a person with a disability regardless of whether or not that business owner employs person(s) with a disability. We do not certify non-profit organizations.

OWNER ETHNICITY INFORMATION

African American - Persons having origins in any of the black racial groups of Africa.

Asian Pacific American - Persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China (including Hong Kong), Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Fiji, Tonga, Kiribati, Tuvalu, or Nauru.

Hispanic American - Persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Native American - American Indians, Eskimos, Aleuts or Native Hawaiians.

Subcontinent Asian American - Persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands or Nepal. Reference: Title 13 of the Code of Federal Regulations, Part 124.103.