

OWNERSHIP / PERSONNEL / CONSULTANT DISCLOSURE

TO: BC Hydro
10th Floor, 333 Dunsmuir Street
Vancouver, BC
V6B 5R3
Attention: RFP Administrator (Bioenergy Call – Phase I)

Full Legal Name of Proponent: _____

Project Name: _____

PURPOSE

These are recommended instructions for the completion of the Ownership / Personnel / Consultant Disclosure (the “Disclosure”), which each Proponent should submit with its Proposal. The Disclosure should contain information concerning the Proponent’s owners and directors, and the Proponent’s employees and consultants that will be engaged on the Project and who have a prior relationship with BC Hydro or any Government Entity.

GENERAL INSTRUCTIONS

1. Proponents should complete the Disclosure in accordance with the instructions provided in items 1 through 4 below.
2. For the purpose of these instructions, “Government Entity” means (a) a ministry of the government of British Columbia, or (b) an agency, board, commission, corporation, office or other body designated in, or added by regulation to, Schedule 2 of the British Columbia *Freedom of Information and Protection of Privacy Act*.
3. The Disclosure should include a Table of Contents with page numbering references, following the numbering system and headings in these instructions.

DISCLOSURE INSTRUCTIONS

1. Controlling Shareholder(s)

List names of individual(s) or corporation(s) holding a direct or indirect controlling interest in the Proponent – i.e., sufficient to elect a majority of the Proponent’s directors or other governing body, or otherwise to control the business and affairs of the Proponent.

2. Directors / Senior Officers

List the name(s) of each director of the Proponent or person(s) serving in an equivalent capacity, and the name(s) and office held of each senior officer of the Proponent.

3. Former BC Hydro / Government Entity Employees

List the name(s) of each person, whether as an employee or contract personnel, who has been employed or engaged by BC Hydro or by any Government Entity within the previous 2 years. For each person, state the position(s) held with BC Hydro or the Government Entity and the position and/or role of that person with the Proponent, including the role, if any, of that person in relation to Proposal work.

4. Project Consultants

List the name(s) of each consultant (individual or firm) retained, or expected to be retained, as a service provider in relation to Proposal work. For each consultant, state the role of that consultant in relation to Proposal work.