ANNEX 10 - NOTICE OF SUSPECTED VIOLATIONS OF THE GRATUITIES CLAUSE

As required by 5203.203(a), provide a written notice of suspected violations to the Assistant

General Counsel (Acquisition Integrity) at aio@navy.mil .

Include the following information in the notice:

1. Name and contact information of the person reporting

2. Name of Contractor(s)

3. Contract Number (if known) or other information known about the contract, including subject matter and place of performance

4. Name and location of Government employee(s) involved with the suspected gratuity offered or provided

5. Brief summary of information or events known regarding the suspected gratuity offered or provided (including nature, amount, and/or fair market value of the suspected gratuity, if known)

6. How the information was obtained, if relevant