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2015

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990

Form  
Department of the  
Treasury  
Internal Revenue Service

## Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

- Do not enter social security numbers on this form as it may be made public
- Information about Form 990 and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990)

A For the 2015 calendar year, or tax year beginning 01-01-2015, and ending 12-31-2015

B Check if applicable

 Address change Name change Initial return Final return/terminated Amended return Application pendingC Name of organization  
RESEARCH INSTITUTE FOR FRAGRANCE MATERIALS INC

Doing business as

Number and street (or P O box if mail is not delivered to street address) Room/suite  
50 TICE BOULEVARDCity or town, state or province, country, and ZIP or foreign postal code  
WOODCLIFF LAKE, NJ 07677

D Employer identification number

22-1822067

E Telephone number

(201) 689-8089

G Gross receipts \$ 14,492,233

F Name and address of principal officer  
DR JAMES C ROMINE  
50 TICE BOULEVARD  
WOODCLIFF LAKE, NJ 07677H(a) Is this a group return for subordinates?  Yes  NoH(b) Are all subordinates included?  Yes  No

If "No," attach a list (see instructions)

H(c) Group exemption number ►

I Tax-exempt status

 501(c)(3)  501(c) ( 6 ) ►(insert no)  4947(a)(1) or  527

J Website: ► WWW RIFM.ORG

L Year of formation 1966

M State of legal domicile NY

K Form of organization  Corporation  Trust  Association

Other ►

## Part I Summary

1 Briefly describe the organization's mission or most significant activities

RESEARCH INSTITUTE FOR FRAGRANCE MATERIALS, INC'S ("RIFM") MISSION IS TO ENGAGE IN RESEARCH AND EVALUATION OF FRAGRANCE MATERIALS THROUGH AN INDEPENDENT EXPERT PANEL, DETERMINE SAFETY IN USE, GATHER, ANALYZE AND PUBLISH SCIENTIFIC INFORMATION, DISTRIBUTE SCIENTIFIC DATA AND SAFETY ASSESSMENTS TO RIFM MEMBERS

2 Check this box ►  if the organization discontinued its operations or disposed of more than 25% of its net assets

3 Number of voting members of the governing body (Part VI, line 1a) . . . . .

3 16

4 Number of independent voting members of the governing body (Part VI, line 1b) . . . . .

4 16

5 Total number of individuals employed in calendar year 2015 (Part V, line 2a) . . . . .

5 34

6 Total number of volunteers (estimate if necessary) . . . . .

6 18

7a Total unrelated business revenue from Part VIII, column (C), line 12 . . . . .

7a 0

b Net unrelated business taxable income from Form 990-T, line 34 . . . . .

7b 0

Activities &amp; Governance

Revenue

Expenses

Net Assets or Fund Balances

**Part III Statement of Program Service Accomplishments**Check if Schedule O contains a response or note to any line in this Part III **1 Briefly describe the organization's mission**

RESEARCH INSTITUTE FOR FRAGRANCE MATERIALS, INC 'S ("RIFM") MISSION IS TO ENGAGE IN RESEARCH AND EVALUATION OF FRAGRANCE MATERIALS THROUGH AN INDEPENDENT EXPERT PANEL, DETERMINE SAFETY IN USE, GATHER, ANALYZE AND PUBLISH SCIENTIFIC INFORMATION, DISTRIBUTE SCIENTIFIC DATA AND SAFETY ASSESSMENTS TO RIFM MEMBERS

**2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No**

If "Yes," describe these new services on Schedule O

**3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No**

If "Yes," describe these changes on Schedule O

**4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported**

**4a (Code) (Expenses \$) including grants of \$ (Revenue \$)**

RIFM'S LARGEST SERVICE IS SCIENTIFIC PROGRAMS, WHICH CONSIST OF HUMAN HEALTH SCIENCES AND ENVIRONMENTAL SCIENCES. THESE PROGRAMS INVOLVE THE PLACEMENT OF STUDIES TO OBTAIN INFORMATION ON THE RAW MATERIALS USED BY THE FRAGRANCE INDUSTRY FOR USE IN DETERMINING SAFETY. DATA IS EVALUATED BY AN INDEPENDENT EXPERT PANEL. INFORMATION AND RECOMMENDATIONS ARE PUBLISHED IN THE PEER REVIEWED SCIENTIFIC LITERATURE AND THEN PROVIDED TO THE INTERNATIONAL FRAGRANCE ASSOCIATION (IFRA) FOR THEIR USE IN DEVELOPING THE IFRA STANDARDS TO BE UTILIZED BY THE FRAGRANCE INDUSTRY TO GUARANTEE THE SAFE USE OF SUCH MATERIALS IN PRODUCTS TO BE DISTRIBUTED TO CONSUMERS

**4b (Code) (Expenses \$) including grants of \$ (Revenue \$)**

RIFM'S SECOND LARGEST PROGRAM SERVICE IS THE MAINTENANCE OF THE RIFM DATABASE ESTABLISHED IN 1984. INFORMATION IN THIS DATABASE IS AVAILABLE TO ALL RIFM MEMBER ORGANIZATIONS AND ALSO TO INDUSTRY ASSOCIATIONS AND OTHER INTERESTED PARTIES. THERE ARE OVER 55,000 REFERENCES AND 5,000 MATERIALS IN THIS DATABASE WHICH IS CONTINUOUSLY EVOLVING AND EXPANDING WITH THE ADDITION OF NEW UPDATED INFORMATION. FURTHER DETAILS CONCERNING EACH OF RIFM'S 4 TOP PROGRAMS ARE CONTAINED IN RIFM'S 2015 ANNUAL REPORT WHICH IS DISTRIBUTED TO ALL RIFM MEMBERS AND ASSOCIATED INDUSTRY GROUPS AND ON REQUEST TO THE PUBLIC. MUCH OF THE INFORMATION CONTAINED IN THIS REPORT IS ALSO ACCESSIBLE ON THE RIFM WEBSITE

**4c (Code) (Expenses \$) including grants of \$ (Revenue \$)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4d Other program services (Describe in Schedule O ) (Expenses \$) including grants of \$ (Revenue \$)**

**4e Total program service expenses ►**

**Part IV Checklist of Required Schedules**

	<b>Yes</b>	<b>No</b>
<b>1</b> Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	<b>1</b>	No
<b>2</b> Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> (see instructions)?	<b>2</b>	No
<b>3</b> Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I	<b>3</b>	No
<b>4</b> <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II	<b>4</b>	
<b>5</b> Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III	<b>5</b>	Yes
<b>6</b> Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I	<b>6</b>	No
<b>7</b> Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II	<b>7</b>	No
<b>8</b> Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III	<b>8</b>	No
<b>9</b> Did the organization report an amount in Part X, line 21 for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV	<b>9</b>	No
<b>10</b> Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V	<b>10</b>	Yes
<b>11</b> If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	<b>11a</b>	Yes
b Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	<b>11b</b>	No
c Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	<b>11c</b>	No
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	<b>11d</b>	No
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	<b>11e</b>	Yes
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	<b>11f</b>	Yes
<b>12a</b> Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	<b>12a</b>	Yes
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	<b>12b</b>	No
<b>13</b> Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	<b>13</b>	No
<b>14a</b> Did the organization maintain an office, employees, or agents outside of the United States?	<b>14a</b>	No
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV	<b>14b</b>	No
<b>15</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV	<b>15</b>	No
<b>16</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV	<b>16</b>	No
<b>17</b> Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)	<b>17</b>	No
<b>18</b> Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	<b>18</b>	No
<b>19</b> Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III	<b>19</b>	No
<b>20a</b> Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H	<b>20a</b>	No
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	<b>20b</b>	

**Part IV Checklist of Required Schedules (continued)**

<b>21</b>	Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>	<b>21</b>		No
<b>22</b>	Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>	<b>22</b>		No
<b>23</b>	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>	<b>23</b>	Yes	
<b>24a</b>	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>	<b>24a</b>		No
<b>b</b>	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	<b>24b</b>		
<b>c</b>	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	<b>24c</b>		
<b>d</b>	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	<b>24d</b>		
<b>25a</b>	<b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>	<b>25a</b>		
<b>b</b>	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>	<b>25b</b>		
<b>26</b>	Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If "Yes," complete Schedule L, Part II</i>	<b>26</b>		No
<b>27</b>	Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>	<b>27</b>		No
<b>28</b>	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions)			
<b>a</b>	A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>	<b>28a</b>		No
<b>b</b>	A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>	<b>28b</b>		No
<b>c</b>	An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>	<b>28c</b>		No
<b>29</b>	Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>	<b>29</b>		No
<b>30</b>	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>	<b>30</b>		No
<b>31</b>	Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>	<b>31</b>		No
<b>32</b>	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>	<b>32</b>		No
<b>33</b>	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>	<b>33</b>		No
<b>34</b>	Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>	<b>34</b>		No
<b>35a</b>	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	<b>35a</b>		No
<b>b</b>	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>	<b>35b</b>		
<b>36</b>	<b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>	<b>36</b>		
<b>37</b>	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>	<b>37</b>		No
<b>38</b>	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? <b>Note.</b> All Form 990 filers are required to complete Schedule O	<b>38</b>	Yes	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V . . . . .

		Yes	No
<b>1a</b> Enter the number reported in Box 3 of Form 1096 Enter -0- if not applicable . . . . .	<b>1a</b>	31	
<b>b</b> Enter the number of Forms W-2G included in line 1a Enter -0- if not applicable	<b>1b</b>	0	
<b>c</b> Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners? . . . . .	<b>1c</b>		
<b>2a</b> Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return . . . . .	<b>2a</b>	34	
<b>b</b> If at least one is reported on line 2a, did the organization file all required federal employment tax returns? <b>Note.</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	<b>2b</b>	Yes	
<b>3a</b> Did the organization have unrelated business gross income of \$1,000 or more during the year? . . . . .	<b>3a</b>	No	
<b>b</b> If "Yes," has it filed a Form 990-T for this year? <i>If "No" to line 3b, provide an explanation in Schedule O</i> . . . . .	<b>3b</b>		
<b>4a</b> At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? . . . . .	<b>4a</b>	No	
<b>b</b> If "Yes," enter the name of the foreign country ► See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR)			
<b>5a</b> Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? . . . . .	<b>5a</b>	No	
<b>b</b> Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	<b>5b</b>	No	
<b>c</b> If "Yes," to line 5a or 5b, did the organization file Form 8886-T? . . . . .	<b>5c</b>		
<b>6a</b> Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions? . . . . .	<b>6a</b>	No	
<b>b</b> If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? . . . . .	<b>6b</b>		
<b>7 Organizations that may receive deductible contributions under section 170(c).</b>	<b>7a</b>		
<b>a</b> Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? . . . . .	<b>7b</b>		
<b>b</b> If "Yes," did the organization notify the donor of the value of the goods or services provided? . . . . .	<b>7c</b>		
<b>c</b> Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? . . . . .	<b>7d</b>		
<b>d</b> If "Yes," indicate the number of Forms 8282 filed during the year . . . . .	<b>7e</b>		
<b>e</b> Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? . . . . .	<b>7f</b>		
<b>f</b> Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? . . . . .	<b>7g</b>		
<b>g</b> If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? . . . . .	<b>7h</b>		
<b>h</b> If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C? . . . . .	<b>8</b>		
<b>8 Sponsoring organizations maintaining donor advised funds.</b>	<b>9a</b>		
Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year? . . . . .	<b>9b</b>		
<b>9a</b> Did the sponsoring organization make any taxable distributions under section 4966? . . . . .			
<b>b</b> Did the sponsoring organization make a distribution to a donor, donor advisor, or related person? . . . . .			
<b>10 Section 501(c)(7) organizations.</b> Enter	<b>10a</b>		
<b>a</b> Initiation fees and capital contributions included on Part VIII, line 12 . . . . .	<b>10b</b>		
<b>b</b> Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities			
<b>11 Section 501(c)(12) organizations.</b> Enter	<b>11a</b>		
<b>a</b> Gross income from members or shareholders . . . . .	<b>11b</b>		
<b>b</b> Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them) . . . . .			
<b>12a Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041? . . . . .	<b>12a</b>		
<b>b</b> If "Yes," enter the amount of tax-exempt interest received or accrued during the year	<b>12b</b>		
<b>13 Section 501(c)(29) qualified nonprofit health insurance issuers.</b>	<b>13a</b>		
<b>a</b> Is the organization licensed to issue qualified health plans in more than one state? <b>Note.</b> See the instructions for additional information the organization must report on Schedule O	<b>13b</b>		
<b>b</b> Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans . . . . .	<b>13c</b>		
<b>c</b> Enter the amount of reserves on hand . . . . .			
<b>14a</b> Did the organization receive any payments for indoor tanning services during the tax year? . . . . .	<b>14a</b>	No	
<b>b</b> If "Yes," has it filed a Form 720 to report these payments? <i>If "No," provide an explanation in Schedule O</i> . . . . .	<b>14b</b>		

**Part VI Governance, Management, and Disclosure**

For each "Yes" response to lines 2 through 7b below, and for a "No" response to lines 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

**Section A. Governing Body and Management**

**1a** Enter the number of voting members of the governing body at the end of the tax year

If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O

**1b** Enter the number of voting members included in line 1a, above, who are independent

**2** Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? . . . . .

**3** Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors or trustees, or key employees to a management company or other person? . . . . .

**4** Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? . . . . .

**5** Did the organization become aware during the year of a significant diversion of the organization's assets? . . . . .

**6** Did the organization have members or stockholders? . . . . .

**7a** Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? . . . . .

**b** Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? . . . . .

**8** Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following

**a** The governing body? . . . . .

**b** Each committee with authority to act on behalf of the governing body? . . . . .

**9** Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O . . . . .

	Yes	No
<b>1a</b>	16	
<b>1b</b>	16	
<b>2</b>		No
<b>3</b>		No
<b>4</b>	Yes	
<b>5</b>		No
<b>6</b>	Yes	
<b>7a</b>	Yes	
<b>7b</b>	Yes	
<b>8a</b>	Yes	
<b>8b</b>	Yes	
<b>9</b>		No

**Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)**

**10a** Did the organization have local chapters, branches, or affiliates? . . . . .

**b** If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? . . . . .

**11a** Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? . . . . .

**b** Describe in Schedule O the process, if any, used by the organization to review this Form 990 . . . . .

**12a** Did the organization have a written conflict of interest policy? If "No," go to line 13 . . . . .

**b** Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? . . . . .

**c** Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done . . . . .

**13** Did the organization have a written whistleblower policy? . . . . .

**14** Did the organization have a written document retention and destruction policy? . . . . .

**15** Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?

**a** The organization's CEO, Executive Director, or top management official . . . . .

**b** Other officers or key employees of the organization . . . . .

If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions)

**16a** Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? . . . . .

**b** If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? . . . . .

	Yes	No
<b>10a</b>		No
<b>10b</b>		
<b>11a</b>	Yes	
<b>12a</b>	Yes	
<b>12b</b>	Yes	
<b>12c</b>	Yes	
<b>13</b>	Yes	
<b>14</b>	Yes	
<b>15a</b>	Yes	
<b>15b</b>	Yes	
<b>16a</b>		No
<b>16b</b>		

**Section C. Disclosure**

**17** List the States with which a copy of this Form 990 is required to be filed ►

**18** Section 6104 requires an organization to make its Form 1023 (or 1024 if applicable), 990, and 990-T (501(c) (3)s only) available for public inspection. Indicate how you made these available. Check all that apply

Own website  Another's website  Upon request  Other (explain in Schedule O)

**19** Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year

**20** State the name, address, and telephone number of the person who possesses the organization's books and records  
►STEVEN MANZI 50 TICE BOULEVARD WOODCLIFF LAKE, NJ 07677 (201) 689-8089

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

 Check if Schedule O contains a response or note to any line in this Part VII 
**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1a** Complete this table for all persons required to be listed Report compensation for the calendar year ending with or within the organization's tax year

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation Enter -0- in columns (D), (E), and (F) if no compensation was paid

- List all of the organization's **current** key employees, if any See instructions for definition of "key employee"

- List the organization's five **current** highest compensated employees (other than an officer, director, trustee or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations

- List all of the organization's **former** officers, key employees, or highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations

- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations

List persons in the following order individual trustees or directors, institutional trustees, officers, key employees, highest compensated employees, and former such persons

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W- 2/1099- MISC)	(E) Reportable compensation from related organizations (W- 2/1099- MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual Trustee or Director	Institutional Trustee	Officer	Key Employee	Employer Compensated	Highest Compensated			
(1) MR MICHAEL CARLOS ..... CHAIR & DIRECTOR	2 00 .....	X		X				0	0	0
(2) DR ROBERT BEOUKIAN ..... SECRETARY & DIRECTOR	2 00 .....	X		X				0	0	0
(3) MR NICOLAS MIRZAYANTZ ..... VICE CHAIR & DIRECTOR	2 00 .....	X		X				0	0	0
(4) DR KEVIN RENSKERS ..... TREASURER & DIRECTOR	2 00 .....	X		X				0	0	0
(5) MR ACHIM DAUB ..... DIRECTOR	0 50 .....	X						0	0	0
(6) MR EDWARD GOTCH ..... DIRECTOR	0 50 .....	X						0	0	0
(7) MR JAMES H HEINZ ..... DIRECTOR	0 50 .....	X						0	0	0
(8) MR ANTOINE HOUSSET ..... DIRECTOR	0 50 .....	X						0	0	0
(9) MR STEPHEN MANHEIMER ..... DIRECTOR	0 50 .....	X						0	0	0
(10) MR MIGUEL PENA ..... DIRECTOR RESIGNED 08 2015	0 50 .....	X						0	0	0
(11) MR STEVE TANNER ..... DIRECTOR	0 50 .....	X						0	0	0
(12) DR GEORGE DAHER ..... DIRECTOR	0 50 .....	X						0	0	0
(13) MR BOET BRINKGREVE ..... DIRECTOR RESIGNED 03 2015	0 50 .....	X						0	0	0
(14) DR ROBERT WEINSTEIN ..... DIRECTOR	0 50 .....	X						0	0	0

**Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)**

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)				(D) Reportable compensation from the organization (W-2/1099- MISC)	(E) Reportable compensation from related organizations (W-2/1099- MISC)	(F) Estimated amount of other compensation from the organization and related organizations	
		Former Officer or Director	Individual Trustee	Institutional Trustee	Key Employee				
(15) MR CHRISTIAN SEUFERT DIRECTOR	0 50	X					0	0	0
(16) MR NICK PICKTHALL DIRECTOR	0 50	X					0	0	0
(17) MR ARMAND DEVILLOUTREYS DIRECTOR	0 50	X					0	0	0
(18) MR FERDINAND STORP DIRECTOR	0 50	X					0	0	0
(19) DR JAMES ROMINE PRESIDENT	40 00			X			136,076	0	5,928
(20) DR DAVID WILCOX PRESIDENT - RESIGNED 5/1/15	40 00			X			151,250	0	12,101
(21) DR ANNE MARIE API VP HUMAN HEALTH SCIENCES	40 00				X		190,751	0	30,542
(22) DR DANIEL SALVITO VP ENVIRONMENTAL SCIENCE	40 00					X	157,860	0	36,137
(23) MS CHRISTEN SACHESE-VASQUEZ DIRECTOR TECHNICAL INFORMATION	40 00					X	130,438	0	28,452
(24) MS PATRICIA STEWART DIRECTOR-FINANCE AND OFFICE ADMINISTRATION	40 00					X	107,971	0	28,600
(25) MR LAMBROS KROMIDAS VICE PRESIDENT SAFETY ASSESSMENT	40 00					X	108,621	0	24,397
<b>1b Sub-Total . . . . .</b>									
<b>c Total from continuation sheets to Part VII, Section A . . . . .</b>									
<b>d Total (add lines 1b and 1c) . . . . .</b>							982,967	0	166,157

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization ► 7

	Yes	No
<b>3</b> Did the organization list any <b>former</b> officer, director or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual . . . . .	3	No
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual . . . . .	4	Yes
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person . . . . .	5	No

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year

(A) Name and business address	(B) Description of services	(C) Compensation
MARZOUK & PARRY PLLC 1901 PENNSYLVANIA AVE NW SUITE 607 WASHINGTON, DC 20006	LEGAL	287,850
<b>2</b> Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization ► 1		

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

		(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1a</b> Federated campaigns . . . . . <b>1a</b>					
	<b>b</b> Membership dues . . . . . <b>1b</b>					
	<b>c</b> Fundraising events . . . . . <b>1c</b>					
	<b>d</b> Related organizations . . . . . <b>1d</b>					
	<b>e</b> Government grants (contributions) <b>1e</b>					
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above <b>1f</b>					
	<b>g</b> Noncash contributions included in lines 1a-1f \$					
	<b>h</b> <b>Total.</b> Add lines 1a-1f . . . . . ►					
<b>Program Service Revenue</b>	<b>2a</b> MEMBERSHIP DUES	Business Code				
		519190	9,747,433	9,747,433		
	<b>b</b> SPECIAL ASSESSMENT DUES		2,441,343	2,441,343		
	<b>c</b> DATABASE INCOME	519190	766,182	766,182		
	<b>d</b> TESTING PROGRAM	541700	131,796	131,796		
	<b>e</b>					
	<b>f</b> All other program service revenue					
	<b>g</b> <b>Total.</b> Add lines 2a-2f . . . . . ►		13,086,754			
<b>Other Revenue</b>	<b>3</b> Investment income (including dividends, interest, and other similar amounts) . . . . . ►				200,272	
	<b>4</b> Income from investment of tax-exempt bond proceeds . . . . . ►					
	<b>5</b> Royalties . . . . . . . . . ►					
	<b>6a</b> Gross rents	(i) Real	(ii) Personal			
	<b>b</b> Less rental expenses					
	<b>c</b> Rental income or (loss)					
	<b>d</b> Net rental income or (loss) . . . . . ►					
	<b>7a</b> Gross amount from sales of assets other than inventory	(i) Securities	(ii) Other			
	1,204,538					
<b>b</b> Less cost or other basis and sales expenses						
<b>c</b> Gain or (loss)	1,196,342					
<b>d</b> Net gain or (loss) . . . . . ►	8,196				8,196	
<b>8a</b> Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c) See Part IV, line 18 . . . . .	a					
<b>b</b> Less direct expenses . . . . . b						
<b>c</b> Net income or (loss) from fundraising events . . . . . ►						
<b>9a</b> Gross income from gaming activities See Part IV, line 19 . . . . .	a					
<b>b</b> Less direct expenses . . . . . b						
<b>c</b> Net income or (loss) from gaming activities . . . . . ►						
<b>10a</b> Gross sales of inventory, less returns and allowances .	a					
<b>b</b> Less cost of goods sold . . . . . b						
<b>c</b> Net income or (loss) from sales of inventory . . . . . ►						
Miscellaneous Revenue	Business Code					
<b>11a</b> OTHER REVENUE	900099	669			669	
<b>b</b>						
<b>c</b>						
<b>d</b> All other revenue . . . . .						
<b>e</b> <b>Total.</b> Add lines 11a-11d . . . . . ►		669				
<b>12</b> <b>Total revenue.</b> See Instructions . . . . . ►		13,295,891	13,086,754	0	209,137	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns All other organizations must complete column (A)

Check if Schedule O contains a response or note to any line in this Part IX 

<b>Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.</b>	<b>(A)</b> Total expenses	<b>(B)</b> Program service expenses	<b>(C)</b> Management and general expenses	<b>(D)</b> Fundraising expenses
<b>1</b> Grants and other assistance to domestic organizations and domestic governments See Part IV, line 21 . . . . .				
<b>2</b> Grants and other assistance to domestic individuals See Part IV, line 22 . . . . .				
<b>3</b> Grants and other assistance to foreign organizations, foreign governments, and foreign individuals See Part IV, lines 15 and 16 . . . . .				
<b>4</b> Benefits paid to or for members . . . . .				
<b>5</b> Compensation of current officers, directors, trustees, and key employees . . . . .	526,648			
<b>6</b> Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) . . . . .				
<b>7</b> Other salaries and wages . . . . .	1,563,023			
<b>8</b> Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) . . . . .	96,126			
<b>9</b> Other employee benefits . . . . .	217,768			
<b>10</b> Payroll taxes . . . . .	194,093			
<b>11</b> Fees for services (non-employees)				
<b>a</b> Management . . . . .				
<b>b</b> Legal . . . . .	287,850			
<b>c</b> Accounting . . . . .	31,549			
<b>d</b> Lobbying . . . . .				
<b>e</b> Professional fundraising services See Part IV, line 17				
<b>f</b> Investment management fees . . . . .	48,983			
<b>g</b> Other (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O) . . . . .	454,919			
<b>12</b> Advertising and promotion . . . . .	2,528			
<b>13</b> Office expenses . . . . .	61,052			
<b>14</b> Information technology . . . . .	518,808			
<b>15</b> Royalties . . . . .				
<b>16</b> Occupancy . . . . .	263,393			
<b>17</b> Travel . . . . .	318,676			
<b>18</b> Payments of travel or entertainment expenses for any federal, state, or local public officials . . . . .				
<b>19</b> Conferences, conventions, and meetings . . . . .	132,193			
<b>20</b> Interest . . . . .				
<b>21</b> Payments to affiliates . . . . .				
<b>22</b> Depreciation, depletion, and amortization . . . . .	37,209			
<b>23</b> Insurance . . . . .	100,661			
<b>24</b> Other expenses Itemize expenses not covered above (List miscellaneous expenses in line 24e If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O )				
<b>a</b> HUMAN HEALTH TESTING	3,474,997			
<b>b</b> HUMAN HEALTH METH & RES	1,826,298			
<b>c</b> ENVIRONMENTAL	746,613			
<b>d</b> RESPIRATORY	604,841			
<b>e</b> All other expenses	667,500			
<b>25</b> <b>Total functional expenses.</b> Add lines 1 through 24e	12,175,728			
<b>26</b> <b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation Check here ► <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

**Part X Balance Sheet**Check if Schedule O contains a response or note to any line in this Part X 

		<b>(A)</b> Beginning of year	<b>(B)</b> End of year
Assets	1 Cash—non-interest-bearing	312,711	241,254
	2 Savings and temporary cash investments	6,634,638	9,157,463
	3 Pledges and grants receivable, net	3	
	4 Accounts receivable, net	382,311	201,852
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees Complete Part II of Schedule L	5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions) Complete Part II of Schedule L	6	
	7 Notes and loans receivable, net	7	
	8 Inventories for sale or use	8	
	9 Prepaid expenses and deferred charges	132,261	137,385
	10a Land, buildings, and equipment cost or other basis Complete Part VI of Schedule D	10a	570,410
	b Less accumulated depreciation	10b	497,243
		72,680	10c
		73,167	
	11 Investments—publicly traded securities	6,315,600	6,511,395
	12 Investments—other securities See Part IV, line 11	12	
	13 Investments—program-related See Part IV, line 11	13	
	14 Intangible assets	14	
	15 Other assets See Part IV, line 11	39,592	27,276
	<b>16 Total assets.</b> Add lines 1 through 15 (must equal line 34)	13,889,793	16,349,792
Liabilities	17 Accounts payable and accrued expenses	6,727,579	8,319,641
	18 Grants payable	18	
	19 Deferred revenue	80,481	18,450
	20 Tax-exempt bond liabilities	20	
	21 Escrow or custodial account liability Complete Part IV of Schedule D	21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons Complete Part II of Schedule L	22	
	23 Secured mortgages and notes payable to unrelated third parties	23	
	24 Unsecured notes and loans payable to unrelated third parties	24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24) Complete Part X of Schedule D	49,948	44,786
	<b>26 Total liabilities.</b> Add lines 17 through 25	6,858,008	26
Net Assets or Fund Balances	<b>Organizations that follow SFAS 117 (ASC 958), check here ► <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.</b>		
	27 Unrestricted net assets	7,031,785	27
	28 Temporarily restricted net assets	28	
	29 Permanently restricted net assets	29	
	<b>Organizations that do not follow SFAS 117 (ASC 958), check here ► <input type="checkbox"/> and complete lines 30 through 34.</b>		
	30 Capital stock or trust principal, or current funds	30	
	31 Paid-in or capital surplus, or land, building or equipment fund	31	
	32 Retained earnings, endowment, accumulated income, or other funds	32	
	33 Total net assets or fund balances	7,031,785	33
	34 Total liabilities and net assets/fund balances	13,889,793	34
		16,349,792	
		7,966,915	
		2,937,120	

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI . . . . .

1	Total revenue (must equal Part VIII, column (A), line 12) . . . . .	1	13,295,891
2	Total expenses (must equal Part IX, column (A), line 25) . . . . .	2	12,175,728
3	Revenue less expenses Subtract line 2 from line 1 . . . . .	3	1,120,163
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A)) . . . . .	4	7,031,785
5	Net unrealized gains (losses) on investments . . . . .	5	-185,033
6	Donated services and use of facilities . . . . .	6	
7	Investment expenses . . . . .	7	
8	Prior period adjustments . . . . .	8	
9	Other changes in net assets or fund balances (explain in Schedule O) . . . . .	9	0
10	Net assets or fund balances at end of year Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	7,966,915

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII . . . . .



1 Accounting method used to prepare the Form 990  Cash  Accrual  Other \_\_\_\_\_  
If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O

2a Were the organization's financial statements compiled or reviewed by an independent accountant?  
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both  
 Separate basis  Consolidated basis  Both consolidated and separate basis

2b Were the organization's financial statements audited by an independent accountant?  
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both  
 Separate basis  Consolidated basis  Both consolidated and separate basis

2c If "Yes," to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?  
If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O

3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?  
3b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits

	Yes	No
2a		No
2b	Yes	
2c	Yes	
3a		No
3b		

**SCHEDULE C**  
**(Form 990 or  
990-EZ)****Political Campaign and Lobbying Activities****2015****Open to Public  
Inspection**

For Organizations Exempt From Income Tax Under section 501(c) and section 527  
 ►Complete if the organization is described below. ►Attach to Form 990 or Form 990-EZ.  
 ►Information about Schedule C (Form 990 or 990-EZ) and its instructions is at  
[www.irs.gov/form990](http://www.irs.gov/form990).

Department of the  
Treasury  
Internal Revenue  
Service**If the organization answered "Yes" on Form 990, Part IV, Line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then**

- Section 501(c)(3) organizations Complete Parts I-A and B Do not complete Part I-C
- Section 501(c) (other than section 501(c)(3)) organizations Complete Parts I-A and C below Do not complete Part I-B
- Section 527 organizations Complete Part I-A only

**If the organization answered "Yes" on Form 990, Part IV, Line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then**

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)) Complete Part II-A Do not complete Part II-B
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)) Complete Part II-B Do not complete Part II-A

**If the organization answered "Yes" on Form 990, Part IV, Line 5 (Proxy Tax) (see separate instructions) or Form 990-EZ, Part V, line 35c (Proxy Tax) (see separate instructions), then**

- Section 501(c)(4), (5), or (6) organizations Complete Part III

Name of the organization RESEARCH INSTITUTE FOR FRAGRANCE MATERIALS INC	Employer identification number 22-1822067
---	--

**Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.**

- 1 Provide a description of the organization's direct and indirect political campaign activities in Part IV
- 2 Political expenditures ► \$ \_\_\_\_\_
- 3 Volunteer hours \_\_\_\_\_

**Part I-B Complete if the organization is exempt under section 501(c)(3).**

- 1 Enter the amount of any excise tax incurred by the organization under section 4955 ► \$ \_\_\_\_\_
- 2 Enter the amount of any excise tax incurred by organization managers under section 4955 ► \$ \_\_\_\_\_
- 3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year?  Yes  No
- 4a Was a correction made?  Yes  No
- b If "Yes," describe in Part IV

**Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).**

- 1 Enter the amount directly expended by the filing organization for section 527 exempt function activities ► \$ \_\_\_\_\_
- 2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities ► \$ \_\_\_\_\_
- 3 Total exempt function expenditures Add lines 1 and 2 Enter here and on Form 1120-POL, line 17b ► \$ \_\_\_\_\_
- 4 Did the filing organization file **Form 1120-POL** for this year?  Yes  No
- 5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments For each organization listed, enter the amount paid from the filing organization's funds Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC) If additional space is needed, provide information in Part IV

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds If none, enter -0-	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization If none, enter -0-
2				
3				
4				
5				
6				

**Part II-A Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).**

**A** Check  if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures)

**B** Check  if the filing organization checked box A and "limited control" provisions apply

**Limits on Lobbying Expenditures**

(The term "expenditures" means amounts paid or incurred.)

**(a) Filing organization's totals****(b) Affiliated group totals****1a** Total lobbying expenditures to influence public opinion (grass roots lobbying)


**b** Total lobbying expenditures to influence a legislative body (direct lobbying)


**c** Total lobbying expenditures (add lines 1a and 1b)


**d** Other exempt purpose expenditures


**e** Total exempt purpose expenditures (add lines 1c and 1d)


**f** Lobbying nontaxable amount Enter the amount from the following table in both columns

If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:
Not over \$500,000	20% of the amount on line 1e
Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000
Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000
Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000
Over \$17,000,000	\$1,000,000

**g** Grassroots nontaxable amount (enter 25% of line 1f)


**h** Subtract line 1g from line 1a If zero or less, enter -0-


**i** Subtract line 1f from line 1c If zero or less, enter -0-


**j** If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year? Yes  No**4-Year Averaging Period Under section 501(h)**

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the separate instructions for lines 2a through 2f.)

**Lobbying Expenditures During 4-Year Averaging Period**

Calendar year (or fiscal year beginning in)

**(a)2012****(b)2013****(c)2014****(d)2015****(e) Total****2a** Lobbying nontaxable amount**b** Lobbying ceiling amount  
(150% of line 2a, column(e))**c** Total lobbying expenditures**d** Grassroots nontaxable amount**e** Grassroots ceiling amount  
(150% of line 2d, column (e))**f** Grassroots lobbying expenditures

**Part II-B** Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).

For each "Yes" response on lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity

For each "Yes" response on lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity		(a)	(b)
		Yes	No
			Amount
<b>1</b>	During the year, did the filing organization attempt to influence foreign, national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of		
<b>a</b>	Volunteers?		
<b>b</b>	Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?		
<b>c</b>	Media advertisements?		
<b>d</b>	Mailings to members, legislators, or the public?		
<b>e</b>	Publications, or published or broadcast statements?		
<b>f</b>	Grants to other organizations for lobbying purposes?		
<b>g</b>	Direct contact with legislators, their staffs, government officials, or a legislative body?		
<b>h</b>	Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?		
<b>i</b>	Other activities?		
<b>j</b>	Total Add lines 1c through 1i		
<b>2a</b>	Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?		
<b>b</b>	If "Yes," enter the amount of any tax incurred under section 4912		
<b>c</b>	If "Yes," enter the amount of any tax incurred by organization managers under section 4912		
<b>d</b>	If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?		

**Part III-A** Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).

	<b>Yes</b>	<b>No</b>
<b>1</b> Were substantially all (90% or more) dues received nondeductible by members?	<b>1</b>	No
<b>2</b> Did the organization make only in-house lobbying expenditures of \$2,000 or less?	<b>2</b>	Yes
<b>3</b> Did the organization agree to carry over lobbying and political expenditures from the prior year?	<b>3</b>	No

**Part III-B** Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No" OR (b) Part III-A, line 3, is answered "Yes."

1	Dues, assessments and similar amounts from members	1	
2	Section 162(e) nondeductible lobbying and political expenditures <b>(do not include amounts of political expenses for which the section 527(f) tax was paid).</b>	2a	
a	Current year	2b	
b	Carryover from last year	2c	
c	Total	3	
3	Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	4	
4	If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditure next year?	5	
5	Taxable amount of lobbying and political expenditures (see instructions)		

**Part IV** **Supplemental Information**

Provide the descriptions required for Part I-A, line 1, Part I-B, line 4, Part I-C, line 5, Part II-A (affiliated group list), Part II-A, lines 1 and 2 (see instructions), and Part II-B, line 1. Also, complete this part for any additional information.

Return Reference Explanation

2015

Open to Public  
Inspection**SCHEDULE D**  
(Form 990)**Supplemental Financial Statements**► Complete if the organization answered "Yes," on Form 990,  
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

► Attach to Form 990.

Information about Schedule D (Form 990) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).Department of the  
Treasury  
Internal Revenue Service**Name of the organization**  
RESEARCH INSTITUTE FOR FRAGRANCE  
MATERIALS INC**Employer identification number**

22-1822067

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.**  
Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Part II Conservation Easements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply)	<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of an historically important land area
	<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
	<input type="checkbox"/> Preservation of open space	
2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year		
a Total number of conservation easements		<b>Held at the End of the Year</b>
b Total acreage restricted by conservation easements	2a	
c Number of conservation easements on a certified historic structure included in (a)	2b	
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2c	
3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ►	2d	
4 Number of states where property subject to conservation easement is located ►		
5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ►		
7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ► \$		
8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?		<input type="checkbox"/> Yes <input type="checkbox"/> No
9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements		

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**  
Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items	
b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items	
(i) Revenue included on Form 990, Part VIII, line 1	► \$
(ii) Assets included in Form 990, Part X	► \$
2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items	
a Revenue included on Form 990, Part VIII, line 1	► \$
b Assets included in Form 990, Part X	► \$

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets**  
*(continued)*

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply)

a  Public exhibition      d  Loan or exchange programs  
 b  Scholarly research      e  Other  
 c  Preservation for future generations

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII

5 During the year, did the organization solicit or receive donations of art, historical treasures or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No

b If "Yes," explain the arrangement in Part XIII and complete the following table

c Beginning balance

d Additions during the year

e Distributions during the year

f Ending balance

Amount	
1c	
1d	
1e	
1f	

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII

**Part V Endowment Funds.** Complete if the organization answered "Yes" to Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	b (c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance . . . . .	4,961,865	4,523,732	3,834,553	3,467,275	3,314,499
b Contributions . . . . .					
c Net investment earnings, gains, and losses . . . . .	6,507	470,030	717,218	392,748	176,193
d Grants or scholarships . . . . .					
e Other expenditures for facilities and programs . . . . .					
f Administrative expenses . . . . .	30,437	31,897	28,039	25,470	23,417
g End of year balance . . . . .	4,937,935	4,961,865	4,523,732	3,834,553	3,467,275

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as

a Board designated or quasi-endowment ► 100 000 %

b Permanent endowment ►

c Temporarily restricted endowment ►

The percentages on lines 2a, 2b, and 2c should equal 100%

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by

(i) unrelated organizations . . . . .

(ii) related organizations . . . . .

b If "Yes" on 3a(ii), are the related organizations listed as required on Schedule R? . . . . .

4 Describe in Part XIII the intended uses of the organization's endowment funds

Yes	No
3a(i)	No
3a(ii)	No

3b

**Part VI Land, Buildings, and Equipment.**  
 Complete if the organization answered 'Yes' to Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	Accumulated (c) depreciation	(d) Book value
1a Land . . . . .				
b Buildings . . . . .				
c Leasehold improvements . . . . .		72,254	72,254	0
d Equipment . . . . .		498,156	424,989	73,167
e Other . . . . .				
<b>Total.</b> Add lines 1a through 1e (Column (d) must equal Form 990, Part X, column (B), line 10(c)) . . . . . ►				73,167

**Part VII Investments—Other Securities.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 11b.

See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col (B) line 12)		

**Part VIII Investments—Program Related.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation Cost or end-of-year market value
<b>Total.</b> (Column (b) must equal Form 990, Part X, col (B) line 13)		

**Part IX Other Assets.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15

(a) Description	(b) Book value
<b>Total.</b> (Column (b) must equal Form 990, Part X, col (B) line 15)	

**Part X Other Liabilities.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

(a) Description of liability	(b) Book value
Federal income taxes	
DEFERRED RENT LIABILITY	44,786
<b>Total.</b> (Column (b) must equal Form 990, Part X, col (B) line 25)	44,786

2. Liability for uncertain tax positions In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII.

**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements . . . . .	1	13,110,858
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12		
a	Net unrealized gains (losses) on investments . . . . .	2a	-185,033
b	Donated services and use of facilities . . . . .	2b	
c	Recoveries of prior year grants . . . . .	2c	
d	Other (Describe in Part XIII ) . . . . .	2d	
e	Add lines 2a through 2d . . . . .	2e	-185,033
3	Subtract line 2e from line 1 . . . . .	3	13,295,891
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1		
a	Investment expenses not included on Form 990, Part VIII, line 7b . . . . .	4a	
b	Other (Describe in Part XIII ) . . . . .	4b	
c	Add lines 4a and 4b . . . . .	4c	0
5	Total revenue Add lines 3 and 4c.(This must equal Form 990, Part I, line 12 ) . . . . .	5	13,295,891

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.**

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements . . . . .	1	12,175,728
2	Amounts included on line 1 but not on Form 990, Part IX, line 25		
a	Donated services and use of facilities . . . . .	2a	
b	Prior year adjustments . . . . .	2b	
c	Other losses . . . . .	2c	
d	Other (Describe in Part XIII ) . . . . .	2d	
e	Add lines 2a through 2d . . . . .	2e	0
3	Subtract line 2e from line 1 . . . . .	3	12,175,728
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b . . . . .	4a	
b	Other (Describe in Part XIII ) . . . . .	4b	
c	Add lines 4a and 4b . . . . .	4c	0
5	Total expenses Add lines 3 and 4c. (This must equal Form 990, Part I, line 18 ) . . . . .	5	12,175,728

**Part XIII Supplemental Information**

Provide the descriptions required for Part II, lines 3, 5, and 9, Part III, lines 1a and 4, Part IV, lines 1b and 2b, Part V, line 4, Part X, line 2, Part XI, lines 2d and 4b, and Part XII, lines 2d and 4b. Also complete this part to provide any additional information

Return Reference	Explanation
PART V, LINE 4	THE INSTITUTE CURRENTLY MAINTAINS A BOARD DESIGNATED RESERVE FUND WHOSE PURPOSE IS TO PROVIDE LONG TERM SUPPORT FOR THE PROGRAMS OF THE INSTITUTE THESE FUNDS ARE TO BE USED AT THE BOARD'S DISCRETION
PART X, LINE 2	THE INSTITUTE RECOGNIZES THE EFFECT OF INCOME TAX POSITIONS ONLY WHEN THEY ARE MORE LIKELY THAN NOT TO BE SUSTAINED. MANAGEMENT HAS DETERMINED THAT THE INSTITUTE HAD NO UNCERTAIN TAX POSITIONS THAT WOULD REQUIRE FINANCIAL STATEMENT RECOGNITION OR DISCLOSURE. THE INSTITUTE IS NO LONGER SUBJECT TO EXAMINATIONS BY THE APPLICABLE TAXING JURISDICTIONS FOR THE FISCAL PERIODS PRIOR TO 2012

**Part XIII** **Supplemental Information (continued)**

Return Reference	Explanation

2015

Open to Public  
Inspection**Schedule J**  
(Form 990)**Compensation Information****For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**► Complete if the organization answered "Yes" on Form 990, Part IV, line 23.  
► Attach to Form 990.► Information about Schedule J (Form 990) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).Department of the  
Treasury  
Internal Revenue ServiceName of the organization  
RESEARCH INSTITUTE FOR FRAGRANCE  
MATERIALS INC

Employer identification number

22-1822067

**Part I Questions Regarding Compensation**

Yes

No

**1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items

<input type="checkbox"/> First-class or charter travel	<input checked="" type="checkbox"/> Housing allowance or residence for personal use
<input type="checkbox"/> Travel for companions	<input type="checkbox"/> Payments for business use of personal residence
<input type="checkbox"/> Tax indemnification and gross-up payments	<input type="checkbox"/> Health or social club dues or initiation fees
<input type="checkbox"/> Discretionary spending account	<input type="checkbox"/> Personal services (e.g., maid, chauffeur, chef)

**b** If any of the boxes in line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain

**2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, officers, including the CEO/Executive Director, regarding the items checked in line 1a?

**1b** Yes**2** Yes

**3** Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III

<input checked="" type="checkbox"/> Compensation committee	<input type="checkbox"/> Written employment contract
<input type="checkbox"/> Independent compensation consultant	<input type="checkbox"/> Compensation survey or study
<input type="checkbox"/> Form 990 of other organizations	<input checked="" type="checkbox"/> Approval by the board or compensation committee

**4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a with respect to the filing organization or a related organization

**a** Receive a severance payment or change-of-control payment?

**4a** No

**b** Participate in, or receive payment from, a supplemental nonqualified retirement plan?

**4b** No

**c** Participate in, or receive payment from, an equity-based compensation arrangement?

**4c** No

If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III

**Only 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.**

**5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of

**5a****5b**

**a** The organization?

**b** Any related organization?

If "Yes," on line 5a or 5b, describe in Part III

**6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of

**6a****6b**

**a** The organization?

**b** Any related organization?

If "Yes," on line 6a or 6b, describe in Part III

**7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any non-fixed payments not described in lines 5 and 6? If "Yes," describe in Part III

**7**

**8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III

**8**

**9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

**9**

**Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that are not listed on Form 990, Part VII.

**Note.** The sum of columns (B)(i)-(III) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

<b>(A) Name and Title</b>	<b>(B) Breakdown of W-2 and/or 1099-MISC compensation</b>			<b>(C) Retirement and other deferred compensation</b>	<b>(D) Nontaxable benefits</b>	<b>(E) Total of columns (B)(i)-(D)</b>	<b>(F) Compensation in column(B) reported as deferred on prior Form 990</b>
	<b>Base (i) compensation</b>	<b>(ii) Bonus &amp; incentive compensation</b>	<b>(iii) Other reportable compensation</b>				
<b>1 DR DAVID WILCOX PRESIDENT - RESIGNED 5/1/15</b>	(i) 151,250	0	0	12,101	0	163,351	0
	(ii) 0	0	0	0	0	0	0
<b>2 DR ANNE MARIE API VP HUMAN HEALTH SCIENCES</b>	(i) 190,751	0	0	16,010	14,532	221,293	0
	(ii) 0	0	0	0	0	0	0
<b>3 DR DANIEL SALVITO VP ENVIRONMENTAL SCIENCE</b>	(i) 157,860	0	0	12,746	23,391	193,997	0
	(ii) 0	0	0	0	0	0	0
<b>4 MS CHRISTEN SACHESE- VASQUEZ DIRECTOR TECHNICAL INFORMA</b>	(i) 130,438	0	0	10,539	17,913	158,890	0
	(ii) 0	0	0	0	0	0	0

**Part III Supplemental Information**

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

<b>Return Reference</b>	<b>Explanation</b>
PART I, LINE 1A	ACCORDING TO AN EMPLOYMENT AGREEMENT, PRESIDENT DR JAMES ROMINE RECEIVED A TAXABLE HOUSING ALLOWANCE IN 2015 IN THE AMOUNT OF \$11,538.50. HOUSING IS PROVIDED TO THE PRESIDENT TO REIMBURSE HIM FOR EXPENSES INCURRED IN CONNECTION WITH HOUSING NEARBY THE RIFM'S OFFICES. THIS AMOUNT IS REPORTED ON FORM 990, PART VIII-A, COLUMN (D) AS A PART OF TAXABLE COMPENSATION.

**SCHEDULE O  
(Form 990 or  
990-EZ)**Department of the  
Treasury  
Internal Revenue  
Service**Supplemental Information to Form 990 or 990-EZ**Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

► Attach to Form 990 or 990-EZ.

► Information about Schedule O (Form 990 or 990-EZ) and its instructions is at  
[www.irs.gov/form990](http://www.irs.gov/form990).

**2015****Open to Public  
Inspection**Name of the organization  
RESEARCH INSTITUTE FOR FRAGRANCE  
MATERIALS INC**Employer identification number**

22-1822067

Return Reference	Explanation
FORM 990, PART VI, SECTION A, LINE 4	SIGNIFICANT CHANGES TO THE 2015 AMENDED BY LAWS INCLUDE CHANGES IN THE CLASSES OF MEMBERSHIP AND QUALIFICATIONS -RIFM CHANGED FROM FOUR CLASSES OF MEMBERSHIPS TO THREE CLASSES (ACTIVE, ASSOCIATE AND SUPPORTING MEMBERS ONLY) IFRA MEMBERS WERE REMOVED FROM THE AMENDED BY LAWS -ARTICLE II, SECTION 4 COMPLIANCES WITH IRFA CODE OF PRACTICE AND STANDARD WERE CHANGED MEMBERS ARE EXPECTED TO COMPLY WITH THE CORPORATIONS BYLAWS - ARTICLE II, SECTION 6 QUORUM AND SECTION 7 VOTING WERE CHANGED AT ALL MEETINGS OF MEMBERS A QUORUM FOR THE TRANSACTION OF BUSINESS SHALL REQUIRE THE PRESENCE THEREAT, IN PERSON OR BY PROXY, OF 1/3 OF ALL ACTIVE AND SUPPORTING MEMBERS COMBINED -EACH ACTIVE AND SUPPORTING MEMBER SHALL BE ENTITLED TO ONE VOTE (IFRA MEMBERS WERE REMOVED FROM THE AMENDED BY LAWS) -ARTICLE III, SECTION 1 DUTIES AND AUTHORITY AND SECTION 2 NUMBER, TENURE, AND QUALIFICATIONS WERE CHANGED THE BOARD OF DIRECTORS DUTY AND RESPONSIBILITIES INCLUDE RECOMMENDING TO THE MEMBERSHIP AMENDMENTS TO THE CERTIFICATE OF INCORPORATION AND BYLAWS -NO DIRECTOR OF THE CORPORATION SHALL RECEIVE OR BE ENTITLED TO RECEIVE, DIRECTLY OR INDIRECTLY, ANY COMPENSATION FROM THE CORPORATION-EACH DIRECTOR SHALL ADHERE TO THE CORPORATION'S CURRENT BOARD OF DIRECTORS - ADDED SECTION 12 CONFLICT OF INTEREST POLICY AND CODE OF ETHICS AND CONDUCT EACH DIRECTOR SHALL ADHERE TO THE CORPORATION'S CURRENT BOARD OF DIRECTOR CONFLICT OF INTEREST POLICY AND CODE OF ETHICS AND CONDUCT -ARTICLE IV EXECUTIVE COMMITTEE CHANGE TO SECTION 2 COMPOSITION, ELECTION, AND TERM -ARTICLE V ADDITIONAL COMMITTEE ADDITIONAL COMMITTEES INCLUDE FINANCE, NOMINATING AND SPECIAL COMMITTEES -ARTICLE VII THE PRESIDENT, WHILE NOT AN OFFICER OF THE CORPORATION, SHALL HAVE GENERAL SUPERVISION AND CONTROL OVER THE BUSINESS AND AFFAIRS OF THE CORPORATION, SUBJECT TO THE CONTROL OF THE EXECUTIVE COMMITTEE AND THE BOARD OF DIRECTORS THE PRESIDENT SHALL BE HIRED BY THE EXECUTIVE COMMITTEE, WITH THE APPROVAL OF THE BOARD OF DIRECTORS, AND SHALL REPORT TO BOTH THE EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS

Return Reference	Explanation
FORM 990, PART VI, SECTION A, LINE 6	THERE ARE THREE (3) MEMBERSHIP CATEGORIES (A) ACTIVE MEMBERSHIP ACTIVE MEMBERS SHALL BE EITHER FRAGRANCE ACTIVE MEMBERS OR CONSUMER PRODUCT ACTIVE MEMBERS FRAGRANCE INGREDIENT ACTIVE MEMBERS SHALL BE LIMITED TO THOSE PERSONS, FIRMS, CORPORATIONS AND DIVISIONS OF THE CORPORATIONS PRIMARILY ENGAGED IN THE MANUFACTURE AND/OR SALE AND DISTRIBUTION OF FRAGRANCES OR FRAGRANCE INGREDIENTS AT OTHER THAN THE RETAIL LEVEL CONSUMER PRODUCT ACTIVE MEMBERS SHALL BE LIMITED TO THOSE PERSONS, FIRMS, CORPORATIONS AND DIVISIONS OF THE CORPORATIONS PRIMARILY ENGAGED IN THE PURCHASE OF FRAGRANCES AND FRAGRANCE INGREDIENTS FOR FURTHER MANUFACTURE INCLUDING INCORPORATION INTO CONSUMER PRODUCTS AT THE RETAIL LEVEL (B) ASSOCIATE MEMBERSHIP SHALL INCLUDE PERSONS, FIRMS AND CORPORATIONS ENGAGED AS BROKERS IN THE FRAGRANCE INDUSTRY (C) SUPPORTING MEMBERSHIP SHALL INCLUDE PERSONS, FIRMS, CORPORATIONS AND DIVISIONS OF CORPORATIONS WHO WOULD QUALIFY AS CONSUMER PRODUCT ACTIVE MEMBERS, EXCEPT THAT REPRESENTATIVES OF SUCH SUPPORTING MEMBERS SHALL NOT BE ELIGIBLE TO SERVE ON THE CORPORATION'S BOARD OF DIRECTORS

Return Reference	Explanation
FORM 990, PART VI, SECTION A, LINE 7A	A MEETING OF THE MEMBERS OF THE CORPORATION FOR THE ELECTION OF DIRECTORS, OFFICERS, AND EXECUTIVE COMMITTEE, APPROVAL OF THE DUES SCHEDULE AND THE TRANSACTION OF ANY SUCH OTHER BUSINESS AS MAY PROPERLY COME BEFORE THE MEETING IS HELD ANNUALLY AT SUCH TIME AND PLACE AS DESIGNATED BY THE BOARD OF DIRECTORS. NOTICE OF SUCH MEETING IS PROVIDED TO EACH MEMBER NO LESS THAN 10 NOR MORE THAN 40 DAYS PRIOR TO THE DAY ON WHICH THE MEETING IS TO BE HELD. EACH ACTIVE AND SUPPORTING MEMBER CORPORATION IS ENTITLED TO ONE VOTE UPON EACH MATTER SUBMITTED TO A VOTE AT THE ANNUAL MEETING OF MEMBERS. AT ALL MEETINGS OF MEMBERS, A QUORUM FOR THE TRANSACTION OF BUSINESS REQUIRES THE PRESENCE, IN PERSON OR BY PROXY, OF ONE THIRD (1/3) OF ALL ACTIVE MEMBERS. AS SOON AS PRACTICABLE FOLLOWING EACH ANNUAL MEETING OF MEMBERS AN ORGANIZATIONAL MEETING OF THE NEWLY ELECTED BOARD OF DIRECTORS IS HELD

Return Reference	Explanation
FORM 990, PART VI, SECTION A, LINE 7B	THE CORPORATE MEMBERS APPROVE THE CORPORATION'S DUES SCHEDULE AND ANY AMENDMENTS OR REVISIONS TO THE CORPORATION'S BY-LAWS AFTER THE GOVERNING BODY HAS PROPOSED ANY SUCH CHANGE. THE BY-LAWS AND THE CERTIFICATE OF INCORPORATION OF THE CORPORATION MAY BE ALTERED, AMENDED OR REPEALED ONLY BY THE AFFIRMATIVE VOTE OF A MAJORITY OF THE ENTIRE BOARD OF DIRECTORS, AND RATIFICATION AND APPROVAL BY THE AFFIRMATIVE VOTE OF A MAJORITY OF ALL MEMBERS ENTITLED TO VOTE AT A MEETING OF THE MEMBERS

Return Reference	Explanation
FORM 990, PART VI, SECTION B, LINE 11	THE RIFM 990 IS PREPARED BY THE RIFM INDEPENDENT AUDITORS UTILIZING DATA COMPILED DURING THEIR ANNUAL CERTIFIED AUDIT AS WELL AS DISCUSSION WITH RIFM STAFF AND THE RIFM TREASURER. A DRAFT OF THE 990 IS SUBMITTED TO RIFM MANAGEMENT, RIFM TREASURER AND MEMBERS OF THE RIFM EXECUTIVE COMMITTEE FOR THEIR REVIEW AFTER WHICH A MEETING WITH THE AUDITORS MAY BE REQUESTED TO FURTHER REVIEW THE 990 AND/OR RESPOND TO ANY QUESTIONS FROM THE RIFM BOARD OR EXECUTIVE COMMITTEE. A COMPLETE COPY OF THE FORM 990 WAS PROVIDED TO EACH VOTING MEMBER OF THE ORGANIZATION'S GOVERNING BODY BEFORE FILING THE FORM.

Return Reference	Explanation
FORM 990, PART VI, SECTION B, LINE 12C	AT THE ORGANIZATION MEETING OF THE NEWLY ELECTED BOARD OF DIRECTORS EACH YEAR, ALL BOARD MEMBERS ARE REQUESTED TO SIGN A CONFLICT OF INTEREST POLICY. AT THE SAME MEETING LEGAL COUNSEL REQUESTS THAT ANY BOARD MEMBER SPEAK TO HIM IN CONFIDENCE IF HE/SHE BELIEVES THEY MAY HAVE ANY CONFLICT OF INTEREST. ADDITIONALLY, ARTICLE IV, SECTION 12 ALSO ADDRESSES THIS MATTER (SEE TEXT BELOW). ALL MEMBERS OF THE RIFM BOARD OF DIRECTORS RECEIVE COPIES OF THE RIFM BYLAWS UPON ELECTION TO THE RIFM BOARD. ARTICLE IV, SECTION 12 TRANSACTIONS INVOLVING DIRECTORS. NO CONTRACT OR OTHER TRANSACTION BETWEEN THE CORPORATION AND ANY OTHER CORPORATION AND NO ACT OF THE CORPORATION SHALL IN ANY WAY BE AFFECTED OR INVALIDATED BY THE FACT THAT ANY OF THE DIRECTORS OF THE CORPORATION SHALL BE DIRECTLY OR INDIRECTLY INTERESTED IN, OR SHALL BE DIRECTORS OR OFFICERS OF, SUCH OTHER CORPORATION. ANY DIRECTOR OR ANY FIRM OF WHICH ANY DIRECTOR MAY BE A MEMBER, MAY BE A PARTY TO, OR MAY BE DIRECTLY OR INDIRECTLY INTERESTED IN, ANY CONTRACT OR TRANSACTION OF THE CORPORATION, PROVIDED, HOWEVER, THAT THE FACT THAT HE OR SUCH FIRM SHALL BE SO INTERESTED SHALL BE DISCLOSED OR SHALL HAVE BEEN KNOWN TO THE BOARD OF DIRECTORS OR SUCH MEMBERS THEREOF AS SHALL BE PRESENT AT ANY MEETING OF THE BOARD OF DIRECTORS AT WHICH ACTION UPON ANY SUCH CONTRACT OR TRANSACTION SHALL BE TAKEN, AND ANY DIRECTOR OF THE CORPORATION WHO SHALL ALSO BE A DIRECTOR OR OFFICER OF SUCH OTHER CORPORATION OR WHO SHALL BE SO INTERESTED MAY BE COUNTED IN DETERMINING THE EXISTENCE OF A QUORUM AT ANY MEETING OF THE BOARD OF DIRECTORS OF THE CORPORATION WHICH SHALL AUTHORIZE ANY SUCH CONTRACT OR TRANSACTION, AND MAY VOTE THEREAT TO AUTHORIZE ANY SUCH CONTRACT OR TRANSACTION, WITH LIKE FORCE AND EFFECT AS IF HE WERE NOT SUCH DIRECTOR OR OFFICER OF SUCH OTHER CORPORATION OR NOT SO INTERESTED.

Return Reference	Explanation
FORM 990, PART VI, SECTION B, LINE 15	<p>TO DETERMINE COMPENSATION FOR THE RIFM PRESIDENT, THE RIFM USES A COMPARISON OF COMPENSATION BEING PAID FOR LIKE" POSITIONS IN OTHER SIMILAR ASSOCIATIONS AND COMMERCIAL COMPANIES IN THE NORTHEASTERN US COMPENSATION IS DETERMINED IN CONJUNCTION WITH ANNUAL DISCUSSIONS AMONG THE RIFM PRESIDENT, CHAIRMAN OF THE BOARD AND RIFM TREASURER AND IS BASED ON A REVIEW OF ACCOMPLISHMENTS AND GOALS ACHIEVED DURING THE CALENDAR YEAR COMPENSATION IS THEN AGREED UPON AND AUTHORIZED BY THE RIFM CHAIRMAN AND TREASURER. THE FULL RIFM EXECUTIVE COMMITTEE PARTICIPATE IN SUCH DISCUSSIONS ANY DISCUSSION DECISION IS RECORDED IN THE MINUTES OF THE EXECUTIVE COMMITTEE MEETINGS AND THIS PROCESS WAS LAST UNDERTAKEN IN 2015 A RECRUITING FIRM WAS RETAINED TO SEARCH FOR THE NEW PRESIDENT IN NOVEMBER 2014 THE COMPENSATION WAS A MARKET RANGE BASED ON THE RECRUITERS EXPERIENCE AND THE FINAL COMPENSATION BASED ON NEGOTIATIONS BETWEEN THE BOARD OF DIRECTORS AND THE RECRUITER IN 2015 PERFORMANCE REVIEWS FOR RIFM TOP MANAGEMENT OFFICIALS ARE CONDUCTED ANNUALLY EACH STAFF MEMBER MEETS WITH THEIR SUPERVISOR AND PREPARES THEIR FORMAL PERFORMANCE REVIEW INCLUDING THE FORMULATION OF GOALS CONSISTENT WITH BOARD GOVERNANCE AND INDUSTRY COMMITTEE REQUESTS GOALS ARE MODIFIED DURING THE YEAR BASED ON PRIORITIES OTHER ITEMS INCLUDED IN THE ANNUAL PERFORMANCE REVIEW INCLUDE KEY JOB RESPONSIBILITIES, PREVIOUS YEAR'S GOALS AND REVIEW, CURRENT YEAR'S GOALS, AREAS OF INTEREST AND DEVELOPMENT, SUPERVISOR'S COMMENTS THE RIFM PRESIDENT THEN REVIEWS ALL STAFF FORMS AND ADDS HIS OWN COMMENTS ALSO INCLUDED IN DISCUSSIONS ARE AREAS FOR POTENTIAL DEVELOPMENT FOR PERSONAL GROWTH SPECIFIC STAFF/SUPERVISOR RECOMMENDATIONS ARE TAILORED TO THE INDIVIDUAL AND CAN REPRESENT FORMAL COURSE WORK, ADDITIONAL RESPONSIBILITIES, SPECIFIC SKILL STRENGTHENING AND ONE-ON-ONE COACHING THE PERCENTAGE OF INCREASE GRANTED IS DETERMINED FROM THE FOLLOWING FACTORS - AVERAGE PERCENTAGE OF INCREASE BEING GRANTED BY THE FRAGRANCE INDUSTRY TO THEIR EMPLOYEES, - EACH POSITION HAS A FORMAL JOB DESCRIPTION - ALL POSITIONS ARE ASSIGNED A "SALARY RANGE" WITH STEPS MARKED AS BEGINNING, MID-POINT AND TOP BASED ON THE EXPERIENCE LEVEL OF THE INDIVIDUAL IN THAT POSITION CONSIDERATION IS GIVEN TO ANY CHANGE IN AN EMPLOYEE'S "SKILL LEVEL" AT THE TIME OF THEIR PERFORMANCE REVIEW</p>

Return Reference	Explanation
FORM 990, PART VI, SECTION C, LINE 19	THE INSTITUTE MAKES ITS GOVERNING DOCUMENTS, CONFLICT OF INTEREST POLICY, AND FINANCIAL STATEMENTS AVAILABLE TO THE PUBLIC ON REQUEST VIA EMAIL, US MAIL OR INSPECTION IN OFFICE WITH AN APPOINTMENT

Return Reference	Explanation
FORM 990, PART XI, LINE 2C	RIFM HAS NOT CHANGED ITS OVERSIGHT PROCESS OR SELECTION PROCESS IN 2015 AND STILL ABIDES BY THE SAME PROCESSES AS IN THE PRIOR YEAR