

U.S. Office of Government Ethics: Index of Staff Cross-Functional Responsibilities

Office of General Counsel and Legal Policy

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Program Management

Legal Policy, Regulation, and Advice

Domestic Outreach

International Outreach

Legislative

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Nominee Financial Disclosure Review

Ethics Advice and Support

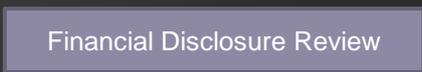
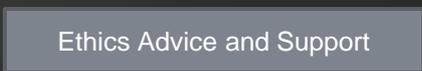
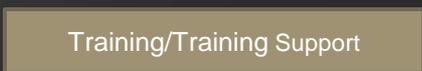
Training/Training Support

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Program Management
Legal Policy, Regulation, and Advice
Domestic Outreach
International Outreach
Legislative
Program Review and Compliance
Nominee Financial Disclosure Review
Ethics Advice and Support
Training/Training Support

Key Explanation

- **Legal Policy, Regulation, and Advice:** Fields inquiries from designated agency ethic officials and OGE Desk officers related to criminal conflicts of interest and standards of conduct issues; develops, reviews, writes, interprets, and publishes OGE regulations; sets executive branch ethics policies; drafts informal and formal advisory opinions; works with the Department of Justice and Inspectors General to determine whether certain activities constitute criminal conflicts of interest.
- **Domestic Outreach:** Act as the media liaison; interacts with the public and private sector through speeches and presentations; works with state and local government ethics agencies in programs of mutual interest; participates in broader good governance programs with other federal agencies; and responds to requests from the public for information about OGE and its programs.
- **International Outreach:** Represents the U.S. in international organizations and at international events; assists U.S. foreign policy agencies in anti-corruption initiatives; serves as U.S. evaluators for international mutual evaluation mechanisms; and provides ethics presentations to visiting foreign delegations.
- **Legislative:** Monitors legislative activity relating to OGE's regulations, mission, and the broader ethics community; counsels members on the implications of ethics legislation for executive branch employees; advises members on how to best address ethical problems through legislation; advocates OGE's mission to the House and Senate; and assists in drafting ethics-related legislation.
- **Program Review and Compliance:** Reviews agency ethics programs to assure that they are properly implemented; educates agencies on how to approach and respond to ethics issues and creates substantive material to be used in training employees ; and assists agencies in creating structural mechanisms to ensure best ethics practices.
- **Financial Disclosure Review:** Reviews new entrant public financial disclosure reports (SF and OGE form 278) for 1200+ presidentially nominated, senate confirmed executive branch employees and White House officials to ensure full disclosure/technical accuracy and prevent conflicts of interest; issues conflicts of interest waivers; and creates Ethics Agreements. Evaluates annual and termination public financial disclosure reports (SF and OGE form 278) for the 1200+ individuals who are required to file with OGE; reviews confidential financial disclosure reports (OGE form 450); and assures employee Ethics Agreement compliance.
- **Ethics Policy and Support:** Responds to inquiries related to the employee standards of conduct and criminal conflicts of interest statutes from more than 130 designated agency ethic officials.
- **Training/Training Support:** Develops and implements ethics education through interagency training, intra-agency training, official speaking engagements, and the National Government Ethics Conference; creates training materials such as guides, hand-outs, pamphlets, slide-shows, videos, and power-point presentations.