January 2024

| | | | 1 | | 1 | 1 | Notos | | | | |
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| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Notes | | | | |
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| before the 1 REMINDEI reporting p | end of the c R: Today ma eriod. (5 C.F | rks the begin R. § 2634.31 | , | 2638.307(b) annual publ | , 5 C.F.R. § 2 ic financial c | 638.308(b)) disclosure | | | | | |
| period. (5 C 10 REMINDI financial di | C.F.R. § 2634 ER: Today is t sclosure rep | .908(a)) the deadline orts. OGE m | annual confid e for OGE's c ay decline to ent informat | ertification of certify any | of 2023 publi 2023 annua | c annual | | | | | |
| more empl been deleg to prospec procedures that there i | 16 DUE TO AGENCY ETHICS OFFICIALS TODAY: By today, in an agency with 1,000 or more employees, any office that is not under the supervision of the DAEO but has been delegated responsibility for conducting initial ethics training or issuing notices to prospective employees or new supervisors must submit a written summary of procedures that office has established to ensure compliance and confirmation that there is a reasonable basis for concluding the procedures have been implemented. (5 C.F.R. § 2638.105(b)(4), 5 C.F.R. § 2638.310)) | | | | | | | | | | |
| regarding t under the E 30 DUE TO | 16 REMINDER: By today, OGE will send year-end status letters to agency heads regarding their agency's compliance with their financial disclosure responsibilities under the Ethics in Government Act. (5 C.F.R. § 2638.108(a)(11)) 30 DUE TO AGENCY ETHICS OFFICIALS TODAY: Any employees with legal expense | | | | | | | | | | |
| agency, ur document | nless the emp | oloyee has k on. (5 C.F.R. § | er of CY 2023 been grante 2635.1007(c | d an extensi | on. Rememk | per to | | | | | |

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February 2024

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| | | | A gongy Ethic | Program (| Jucctionnair | | |
| o OGE too | day. (5 C.F.R. | . § 2638.207(| Agency Ethic a), (P <mark>A-23-0</mark> 5 | ;)) | | | |
| | | | LS TODAY: A | | | | |
| disclosure i | reports are c | lue to agend | cy ethics offic | cials today, I | unless a filer | has been | |
| granted ar | n extension. | Remember | cy ethics office o document | t the extensi | on. | | |
| | | | 34.903(a), 5 | | | | |
| REMINDER: | Unless furthe | er informatio | n is being so | ught, agenc | ies should re | eview and | |
| 5 C F R 8 | ifidential fina 2634.605(a)) | incial disclos | ure reports w | vithin 60 day | s of receipt. | | |
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March 2024

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| 31 | | | | | | | |
| 31 REMIND of travel ac to prepare or the Stan | ER: The Octo ccepted from their 1353 tr dard Form (S | bber 1, 2023 - m non-feder avel reports. SF) 326. (31 L | – March 31, 2 al sources er Agencies m J.S.C. § 1353 | 2024 period nds today. A nay use eithe (d)(2)(B)) | for reporting gencies sho er the OGE F | payments uld begin orm 1353 | |
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<u>April 2024</u>

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document the extension. (5 C.F.R. § 2635.1007(a), 5 C.F.R. § 2635.1007(c), 5 C.F.R. § 2635.1007(e)).

May 2024

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Notes | | |
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| 26 | 27 | 28 | 29 | 30 | 31 | | | | |
| disclosure r | eports from | IICS OFFICIA filers granted . § 2634.903(| d a 90-day e | | | | | | |
| reports are extension. | due to age Remember t | IICS OFFICIA ncy ethics o to documen 5 C.F.R. § 26 | fficials today t the extension | , unless a file | olic financial er has been (| disclosure granted an | | | |
| certify pub | Unless furthe lic financial 2634.605(a)) | er informatio disclosure re | n is being so ports within a | ught, agenc 60 days of re | ies should re ceipt. | eview and | | | |
| 31 DUE TO OGE TODAY: The 1353 travel report for payments of travel accepted from non-Federal sources is due to OGE today. Agencies must submit either a positive or a negative report. Agencies may use either the OGE Form 1353 or the Standard Form (SF) 326. The 1353 travel report should cover the period of October 1, 2023 – March 31, 2024. Please submit reports to 1353travel@oge.gov. (31 U.S.C. § 1353(d)(2)(B)) | | | | | | | | | |
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June 2024

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| 17 REMIND report filers filer has be to the U.S. | ER: The late t who did no en granted Treasury. (5 C | l filing fee nov t submit thei an extensior C.F.R. § 2634 | v applies to a r reports to a n. Remembe .704) | annual publi igency ethic r, checks sho | c financial c s officials, ur buld be mad | lisclosure hless the le payable | |

July 2024

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| 1 DUE TO C granted 45 (5 C.F.R. § 2 | GE TODAY: 5-day extens 2634.201 (g)) | All annual pi ions are due | ublic financia to agency e | al disclosure ethics officio | reports from Ils today. | n filers | | | |
| public fina | e last day fo ncial disclosi 2634.201 (g)) | ure deadline | uest an addi e. Remembe | itional 45-da r to docume | ly extension ent the exter | to the nsion. | | | |
| 1 DUE TO OGE TODAY: Agencies must submit a letter to OGE stating whether agency components currently designated should remain designated for purposes of 18 U.S.C. § 207(c). Agencies need not submit a letter if their agency currently has no designated components and they do not wish to request the designation of any component. (5 C.F.R. § 2641.302(e)(2)) | | | | | | | | | |
| funds oper the agenc document | n during the y, unless the | HCS OFFICIA second qua employee h on. (5 C.F.R. §). | n 601 to Iember to | | | | | | |

August 2024

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1 REMINDER: The late filing fee now applies to annual public financial disclosure report filers who were granted 45-day filing extensions but have not submitted their reports to agency ethics officials. Remember, checks should be made payable to the U.S. Treasury. (5 C.F.R. § 2634.704)

15 DUE TO AGENCY ETHICS OFFICIALS TODAY: All annual public financial disclosure reports from filers granted second 45-day extensions are due to agency ethics officials today. (5 C.F.R. § 2634.201(g))

September 2024

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| 17 REMIND | ER: The late t | tiling tee nov pranted secc | v applies to o and 45-day fi othics officials (5 C.F.R. § 20 | annual publi lina extensio | ic financial c ons but have | lisclosure not | |
| submitted | their reports | to agency e | thics officials | s. Remembe | er, checks sho | ould be | |
| made pay | able to the l | J.S. Ireasury. | (5 C.F.R. § 2 | 634./04) | | | |
| 30 REMIND | ER: The April | 1, 2024 - Sep | otember 30, | 2024 period | for reporting | payments | |
| of travel ac | ccepted from | m non-teder | al sources er Agencies m J.S.C. § 1353 | nds today. A Day use eithe | gencies show | uld begin | |
| or the Stan | dard Form (S | SF) 326. (31 L | J.S.C. § 1353 | (d)(2)(C)) | | 01111000 | |
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October 2024

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| 13 DUE TO and transm and other t | OGE TODAY: nit to OGE th filers whose r | By today, C e 2024 public reports are re 2634.602(c) | GE generall c financial d equired to be | y expects ag lisclosure rep e forwarded | gencies to fi ports of PAS, to OGE for r | halize work DAEO, review and | |
| | | 2634.602(c) IICS OFFICIA third quarter | | | | | |
| agency, ur document | the extensions for the employed states the extensions (1997). The extensions (1997) and | ployee has k on. (5 C.F.R. 8 | 2635.1007(c | d an extension), 5 C.F.R. § | on. Rememk 2635.1007(c | per to), | |
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November 2024

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| Remember be required 5 C.F.R. § 2 13 DUE TO 2024 public required to | r that emplo d to file an a 634.903(a)) OGE TODAY c financial re b be forward | ays remain ir yees need to nnual finance By today, a ports of PAS, ed to OGE fo 1), 5 C.F.R. § | o serve in a f cial disclosure gencies sho , DAEO, and or review an | iling position e report. (5 C uld have tra other filers v d certificatio | n for 61 days C.F.R. § 2634. Insmitted to (whose report | or more to 204(a), OGE all | |
| from non-fe positive or Standard F 2024 – Sept | ederal sourc a negative r orm (SF) 326 | : The 1353 tro es is due to (eport. Agen . The 1353 tro 2024. Please : C)) | OGE today. cies may use avel report sl | Agencies m e either the (hould cover | ust submit ei DGE Form 13 the period c | ther a 853 or the of April 1, | |

December 2024

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| 31 REMIND | FR: Today m | arks the end | of the annu | al public fine | ncial disclo | sure | · · · · · · · · · · · · · · · · · · · |
| reporting p | period, excepts" and "P | arks the end ot for the rep ositions Held | orting perio | ds for "Agree | ements and | h continue | |
| up to the c | ate of filing. | (5 C.F.R. § 2 | 634.310(a)) | 0.5. 000011 | | | |
| Today mar | ks the end o C.F.R. § 2634 | f the annual | confidentia | l financial di | sclosure repo | orting | |
| | - | , | | athias trainir | a for omolo | | |
| covered b | y §§ 2638.30 | or completic 7(b) and 263 | 38.308(b). (5 | C.F.R. § 2638 | 3.604 (h)) | yees | |
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Ethics Documents Requiring Submission to OGE

This **webpage** provides a list of documents that agency ethics officials are required to submit to OGE, along with instructions, templates or forms for submission, related guidance, and the legal authority. Agency ethics officials should contact their OGE Desk Officers whenever they have questions about how to submit materials to OGE.

OGE

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