



United States
Office of Government Ethics
1201 New York Avenue, NW., Suite 500
Washington, DC 20005-3917

May 17, 2010
DO-10-11

MEMORANDUM

TO: Designated Agency Ethics Officials

FROM: Dale Christopher
Associate Director
Program Services Division

SUBJECT: Notifying the United States Office of Government Ethics of Filing Extensions

The filing deadline for public financial disclosure reports (SF 278) has arrived. As you are aware, the public financial disclosure report is the primary tool used by the United States Office of Government Ethics (OGE) to identify and remedy potential conflicts of interest. To facilitate timely identification of potential conflicts of interest, an effective internal control system is necessary to ensure that agencies and OGE know when reports need to be collected. Therefore, OGE requests that you provide our office with the names of Presidentially Appointed Senate Confirmed (PAS) officials and Designated Agency Ethics Officials (DAEO) receiving extensions of the filing deadline and the length of those extensions. This information should be submitted by Tuesday, June 1, 2010 to 278tracking@oge.gov. This information will allow us to accurately notify agencies of which reports are still due to OGE.

As you may recall, OGE is requiring that agencies certify and submit PAS official and DAEO reports in accordance with the deadlines below:

	Certify by	Submit to OGE by
No extension	July 16	July 30
45-day extension	August 30	September 13
90-day extension	October 15	October 29

If you have any questions, please contact Leigh Snyder at (202) 482-9319. Your cooperation in this matter is greatly appreciated.