Public Financial Disclosure Termination Reports

You are required to submit a Termination Public Financial Disclosure Report (OGE Form 278e) upon departing your Government position. To learn more about the financial disclosure reporting requirements, contact the Departmental Ethics Office (DEO).

When are you required to file a Termination OGE Form 278e?

As an employee required to submit a public financial disclosure report, you are also required to file a Termination OGE Form 278e. You may file up to 15 days before your termination date – please note that your last official day of employment may or may not be the same as your last day in the office. You <u>must</u> file the Termination OGE Form 278e no later than 30 days after your termination date. If you file a Termination OGE Form 278e before your termination date and there are changes before your termination date, you are required to update the report.

How do you file a Termination OGE Form 278e?

You are required to file your termination report in <u>Integrity.gov</u>. We encourage you to file before your termination date. If you must file after your termination date, please provide the DEO with your personal email, phone, and mailing address to ensure your continued to access to <u>Integrity.gov</u>.

What happens if you do not file?

If you do not file your Termination OGE Form 278e or you submit inaccurate information, you may be subject to criminal, civil, or disciplinary actions. In addition, ethics officials are required to assess a \$200 late filing fee for each Termination OGE Form 278e that is filed after the due date. Please contact the DEO promptly if you need an extension of the deadline to file.

Where can you get help?

The DEO is here to answer any ethics questions you might have. If you have questions about financial disclosure, please contact us at <u>doi_fdonline@sol.doi.gov</u>. For all other ethics related questions, please contact us at <u>DOI_Ethics@sol.doi.gov</u>.