

# Integrity 101

NATIONAL GOVERNMENT ETHICS

# SUMMIT

MARCH 8-10 2016

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INTEGRITY<sub>gov</sub>  
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# Topics

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- Learn about Integrity
- Filer My Tasks
- Reviewer My Queue
- Administration
- Questions
- Integrity@oge.gov
- Help Desk: 202.208.0848
- OGE Public Financial Disclosure Guide,  
<https://www2.oge.gov/Web/278eGuide.nsf>

# Learn about Integrity

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OFFICE OF GOVERNMENT ETHICS-EXTERNAL

## About Integrity

Edited By Brandon Bunderson(OGE) on Aug 10, 2015 at 03:53 PM >

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Home For Filers For Reviewers For Administrators Integrity User Guide Dates and Deadlines

### Learn About *Integrity*

*Integrity* provides a secure, web-based system through which individuals may file executive branch public financial disclosure reports. Data entry grids and context-dependent questions help Filers to report their financial interests correctly. *Integrity* also makes it easy for ethics officials to assign, review, and manage the reports electronically.

OGE has developed a set of resources to help familiarize you with *Integrity*. These include the [Integrity User Guide](#) and the "Integrity Overview" video below, as well as resources geared toward filers, reviewers, and administrators. We encourage you to share these resources at your agency as appropriate.

*Integrity* Reviewers and Administrators are encouraged to join the "OGE About Integrity" collaboration group by contacting your OGE Desk Officer. After you join, a link to "About Integrity" will be displayed on your MAX.gov homepage under "My Collaboration Groups" for convenient access whenever you log in.

#### Information for:

- Filers:** If your executive branch agency has instructed you to file a public financial disclosure report through *Integrity*, click [here](#) to learn more.
- Reviewers:** If you will review public financial disclosure reports through *Integrity*, click [here](#) to learn more.
- Administrators:** If you have been designated as your agency's Administrator for *Integrity*, click [here](#) to learn more.

#### General Resources

- Integrity User Guide:** To access the *Integrity* User Guide, click [here](#).
- Program Advisory PA 15-01:** To access *PA 15-01: Implementation of Integrity and New Public Financial Disclosure Report Form*, click [here](#).
- OGE Form 278/278e Compared:** To view charts mapping the old OGE Form 278 and new OGE Form 278e, click [here](#).
- Video: Integrity Overview:** To view a 14-minute video about *Integrity's* features, please click below.

**INTEGRITY**<sup>gov</sup>  
Play your part.  
A conflicts-prevention *instrument*.

UNITED STATES OFFICE OF  
**GOVERNMENT ETHICS**  
Preventing Conflicts of Interest  
in the Executive Branch

<https://community.max.gov/x/vQApLg>

# Filer My Tasks

**My Tasks**

## Filer's view

**My Current Reports**

Responsible

**My Current Reports** shows any assigned reports or those that you started

**My Tools:**

- start your OGE 278-T,
- update your contact info, or
- add a filer designee.

**My Past Reports**

Past reports exist.

**My Past Reports** displays links to any of your previously completed reports.

# Reviewer My Queue

The screenshot shows the 'My Queue' interface. A dark blue sidebar on the left contains navigation options: MY QUEUE (highlighted), MY QUEUE, MY REPORTS, RECORDS MANAGEMENT, SEARCH, SETTINGS, HELP, and LOG OUT. The main content area is titled 'My Queue' and features a filter section with dropdown menus for Items, Type, Year, Agency, and Group, all set to 'All'. Below these are dropdowns for Status (set to 'All'), Assigned To (set to 'Hancock, George'), and Pending Action (set to 'All'). 'Go' and 'Reset' buttons are present. A 'Manage Reviewer' button and a 'Customize Display' dropdown are also visible. A callout box labeled 'Filters to change display table' points to the filter section. Below the filters is a 'records per page' dropdown set to '20'. A callout box labeled 'Reports pending reviewer action.' points to the table below. The table has columns: FILER, ITEM, TYPE, YEAR, AGE, GROUP, POSITION, STATUS, ASSIGNED TO, and PENDING ACTION. It contains three rows of data for Hancock, George.

**Filters to change display table**

**Reports pending reviewer action.**

FILER	ITEM	TYPE	YEAR	AGE	GROUP	POSITION	STATUS	ASSIGNED TO	PENDING ACTION
Hancock, George	Annual	278	2014	0 Days	Staff Group	Deputy Director	Draft, Pre-Review	Hancock, George	Filer
Hancock, George	Periodic Transaction	278-T	2014	0 Days	Staff Group	Tester	Draft, Pre-Review	Hancock, George	Filer
Hancock, George	Annual	278	2014	0 Days	Staff Group	Deputy Director	Draft, Pre-Review	Hancock, George	Filer

# Administration

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- Manage agencies & groups
  - Bulk assign reports (agency)
  - Assign reports (group level)
- Find User
- Management Reports

# Administration

**Manage Agencies & Groups**

AGENCIES & GROUPS

[Add an Agency](#)

Agencies Groups Hierarchy

5 records per page Search:

AGENCY NAME	DAEO / LEAD / DIRECTOR	ADMINISTRATOR	
1-Internal Test 1 Agency	Labedz, Keith	Hancock, George	<a href="#">Edit</a>
1-OGE Test Filer-Certifier-Gen278	TR_A1D_1001, testFirst mi	TR_A1A_1001, testFirst mi	<a href="#">Edit</a>
2024 Agency	ReviewerOneOne, ReviewerOneOne	DAndrea, Frank J	<a href="#">Edit</a>
A Sara Test AGENCY PAS only	Kaskowitz, Sara		<a href="#">Edit</a>
A1 Filer-Certifier-Gen278	TR_A1D_0001, testFirst mi	TR_A1A_0001, testFirst mi	<a href="#">Edit</a>

Showing 1 to 5 of 125 entries

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# Questions

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THANK YOU

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