



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

June 30, 2008
DO-08-021

MEMORANDUM

TO: Designated Agency Ethics Officials

FROM: Joseph E. Gangloff
Deputy Director

SUBJECT: New Policy Regarding Termination Public Financial Disclosure Reports
of PAS Officials

The number of Presidentially-appointed, Senate-confirmed officials (PAS) departing federal service is expected to increase significantly over the coming months. To ensure that the termination reports of these PAS officials are timely filed, OGE is implementing a new policy: As of July 7, 2008, agencies are required to notify OGE of a PAS official's termination date via email at 278tracking@oge.gov. The notification should be made as soon as possible but no later than the day before the PAS official's termination date.

If you have any questions, please contact Michelle Sharrow, Program Manager (Financial Disclosure), Program Services Division, at mpsharro@oge.gov or at (202) 482-9208.