## January 2024

			1		1	1	Notos				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes				
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before the <b>1 REMINDEI</b> reporting p	end of the c <b>R:</b> 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 <b>10 REMINDI</b> 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	<b>16 DUE TO AGENCY ETHICS OFFICIALS TODAY:</b> 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.		
0 0.1.11(1 3 )	200 1.000 (0))						

## March 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
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24	25	20	27	20	23	50	
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>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
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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		
			1	2	3	4			
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19	20	21	22	23	24	25			
26	27	28	29	30	31				
disclosure r	eports from	<b>IICS OFFICIA</b> 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			
<b>31 DUE TO OGE TODAY:</b> 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))									

## June 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
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23	24	25	26	27	28	29	
30							
<b>17 REMIND</b> 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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes		
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21	22	23	24	25	26	27			
28	29	30	31						
1 DUE TO C granted 45 (5 C.F.R. § 2	<b>GE TODAY:</b> 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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
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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

							Notes
Sunday	Monday	Tuesday	Wednesday		Friday	Saturday	
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29	70						
	30						
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	

#### October 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
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27	28	29	30	31			
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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
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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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
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	25		25	20	27	20	
29	30	31					
		51					
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	
							<b>*</b>



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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