

The Office of Government Ethics has a number of resources that could be helpful as you work through the nomination process.

### **Informational Materials from OGE's Website**

**<https://www.oge.gov/web/oge.nsf/Resources/Presidential%20Transition>**:

#### **OGE's Guide for Nominees**

OGE developed this Guide as a resource for potential Presidentially-appointed, Senate-confirmed (PAS) nominees during the upcoming transition. The Guide contains helpful guidance for incoming PAS nominees including an introduction to the nominee process, guidance on financial disclosure, and an overview of key ethics rules and regulations.

[https://www.oge.gov/Web/OGE.nsf/0/74DD229ADC95A37E8525801B0059025E/\\$FILE/Final%20Nomination%20Guide%20Print%20Version.pdf](https://www.oge.gov/Web/OGE.nsf/0/74DD229ADC95A37E8525801B0059025E/$FILE/Final%20Nomination%20Guide%20Print%20Version.pdf)

#### **OGE's Appendix to the Guide for Nominees**

The Appendix to the Guide for Nominees contains detailed reference content, such as financial disclosure checklists, criteria for identifying excepted investment funds, and information on ongoing financial disclosure obligations.

[https://www.oge.gov/Web/OGE.nsf/0/F762FFB0918AD98E8525801B0058D4D3/\\$FILE/Appendix%20to%20Nominee%20Guide%20Print%20Version.pdf](https://www.oge.gov/Web/OGE.nsf/0/F762FFB0918AD98E8525801B0058D4D3/$FILE/Appendix%20to%20Nominee%20Guide%20Print%20Version.pdf)

#### **(Unofficial) Excel workbook listing positions for which OGE reviews nominees**

The official source for identifying political positions in the executive branch is the publication titled, "United States Government Policy and Supporting Positions." This publication, commonly known as the Plum Book, is published alternately by the Senate and the House committees after each Presidential election. However, the Presidential Transition Team will need to begin identifying possible nominees well before the election. To assist in this process, OGE has compiled an unofficial Excel workbook listing the civilian Presidentially appointed, Senate-confirmed positions traditionally subject to OGE's review in the nomination process.

[https://www.oge.gov/Web/OGE.nsf/0/228DD3FDDDC3D8808525801B0058B0E1/\\$FILE/\(Unofficial\)%20Excel%20Workbook%20listing%20positions%20for%20which%20OGE%20reviews%20nominees.xlsx](https://www.oge.gov/Web/OGE.nsf/0/228DD3FDDDC3D8808525801B0058B0E1/$FILE/(Unofficial)%20Excel%20Workbook%20listing%20positions%20for%20which%20OGE%20reviews%20nominees.xlsx)

#### **Ways OGE Can Help in the Presidential Transition (1-page graphic)**

OGE is ready to assist the Presidential Transition Team in navigating the transition and laying the groundwork for a strong ethical culture in the new administration. OGE is also ready to assist in establishing a strong White House ethics program.

[https://www.oge.gov/Web/OGE.nsf/0/0CCFD916F120173B8525801B005945A2/\\$FILE/Ways%20OGE%20Can%20Help%20In%20The%20Presidential%20Transition.pdf](https://www.oge.gov/Web/OGE.nsf/0/0CCFD916F120173B8525801B005945A2/$FILE/Ways%20OGE%20Can%20Help%20In%20The%20Presidential%20Transition.pdf)

#### **OGE's Public Financial Disclosure Guide**

The Public Financial Disclosure Guide is an interactive tool to assist individuals who file or review public financial disclosure reports (OGE Form 278e or OGE Form 278-T). The Guide offers helpful instructions, illustrations of sample language, definitions of terms, and plain language answers to frequently asked questions.

<https://www.oge.gov/Web/278eGuide.nsf>

### **OGE's Nominee Ethics Agreement Guide**

The ethics agreement outlines specific steps a nominee will take to avoid conflicts of interest. OGE's staff and agency ethics officials draft each ethics agreement using standardized language from this Guide that will be modified as needed to tailor the agreement to the nominee's unique circumstances. [https://www.oge.gov/Web/oge.nsf/Resources/PAS+Nominee+Ethics+Agreement+Guide+\(MS+Word\)](https://www.oge.gov/Web/oge.nsf/Resources/PAS+Nominee+Ethics+Agreement+Guide+(MS+Word))

### **Nominee Public Financial Disclosure Review Checklists**

OGE developed this collection of public financial disclosure checklists for incoming Presidential nominees who file public financial disclosure reports, as well as for agency reviewers. The collection includes a general checklist applicable to all nominees and supplemental checklists that target incoming attorneys; corporate officers, employees, and directors; university professors and deans; and investment fund managers.

[https://www.oge.gov/Web/OGE.nsf/0/BC975C546E68A21C852580560045BE83/\\$FILE/Financial%20Disclosure%20Checklists.pdf](https://www.oge.gov/Web/OGE.nsf/0/BC975C546E68A21C852580560045BE83/$FILE/Financial%20Disclosure%20Checklists.pdf)

### **OGE's Electronic Public Financial Disclosure Filing System, Integrity**

Presidential nominees in the executive branch file public financial disclosure reports through Integrity, the executive branch electronic financial disclosure system. The online user manual for Integrity provides useful explanations of the system's features. A user name and password is required to access both Integrity and its user manual.

<https://integrity.gov/efeds-login/>

### **Presidential, Vice Presidential, Appointee, and Nominee Records**

This page is used to access the public financial disclosure reports of the President and Vice President, Presidential and Vice Presidential candidates, and others whose reports are required to be certified by OGE. Copies of ethics agreements may also be accessed using this page.

<https://www.oge.gov/web/oge.nsf/Presidential%20Appointee%20&%20Nominee%20Records>

### **The theme of OGE's 2016 National Government Ethics Summit: Presidential Transition**

The National Government Ethics Summit held this spring kicked off OGE's efforts to ensure that the more than 4,500 ethics officials throughout the executive branch are prepared to help facilitate a smooth transition between Presidential administrations. Follow this link and the links below for more information on OGE's 2016 National Government Ethics Summit and other Presidential Transition readiness efforts.

<https://www.oge.gov/Web/OGE.nsf/Resources/OGE+Presents+the+2016+National+Government+Ethics+Summit+and+a+Symposium+on+Financial+Disclosure>

### **Materials from the 2016 National Government Ethics Summit on the Presidential Transition (March 8-10, 2016)**

- Agenda for the full-day Symposium on Nominee Financial Disclosure in a Presidential Transition (March 7, 2016)  
[https://www.oge.gov/Web/OGE.nsf/0/1C0D7954B31F108085257F6900786C96/\\$FILE/Nominee%20Agenda.pdf](https://www.oge.gov/Web/OGE.nsf/0/1C0D7954B31F108085257F6900786C96/$FILE/Nominee%20Agenda.pdf)
- Video: Replay of selected session from the 2016 National Government Ethics Summit  
[https://www.youtube.com/playlist?list=PLHTeSSdPRRyPcj491e6wuA07\\_\\_7w17rtM](https://www.youtube.com/playlist?list=PLHTeSSdPRRyPcj491e6wuA07__7w17rtM)
- OGE and Agency Ethics Officials Train for Post-Election Readiness  
<https://www.oge.gov/Web/OGE.nsf/Resources/OGE+and+Agency+Ethics+Officials+Train+for+Post-Election+Readiness+>

- Video: Transition Readiness Series  
<https://www.youtube.com/playlist?list=PLHTeSSdPRRyOpXZkEEbOoPIFeMoGHZCCJ>

### **OGE Form 278 (Public Financial Disclosure Report) and OGE Form 450 (Confidential Financial Disclosure Report)**

Follow this link for access to OGE's financial disclosure forms and instructions for downloading the forms.

<https://www.oge.gov/Web/OGE.nsf/OGE+Forms>

### **OGE Senior Leadership**

Follow this link to learn more about OGE's Senior Leadership.

<https://www.oge.gov/Web/OGE.nsf/Organization/Senior%20Leadership>

### **OGE Staff Contact Information**

Follow this link for an OGE staff listing and contact information.

<https://www.oge.gov/web/oge.nsf/Organization/Contact%20Us?opendocument>

### **OGE Agency Profile**

This profile provides an overview of the executive branch ethics program and OGE. It also includes detailed information about OGE's leadership, structure, and components; major functional areas; and critical management practices. (page version, print version)

[https://www.oge.gov/web/oge.nsf/Resources/OGE+Agency+Profile+\(print+version\)](https://www.oge.gov/web/oge.nsf/Resources/OGE+Agency+Profile+(print+version))

### **OGE's Role in the Presidential Transition**

The law requires OGE to review the financial disclosure reports of most Presidential nominees for civilian positions requiring Senate confirmation. OGE reviews these reports for potential conflicts of interest and for compliance with disclosure requirements. OGE's efforts to resolve potential conflicts help ensure that nominees will be able to perform the duties of their positions.

<https://www.oge.gov/web/oge.nsf/Resources/OGE%20to%20Play%20a%20Critical%20Role%20in%20the%20Presidential%20Transition?opendocument>

### **OGE's Guide for the Presidential Transition Team**

The work of a Presidential transition is a monumental undertaking. OGE developed this Guide as a resource for the Presidential Transition Team to prepare for the upcoming transition so that top leadership positions can be filled quickly and free from conflicts of interest. This guide explains the nominee ethics process, provides strategies for establishing a strong ethical culture in the new Presidential administration, and includes useful reference materials.

[https://www.oge.gov/Web/OGE.nsf/0/38CB66164D55ADD58525801B00591FFA/\\$FILE/Transition%20Guide%20Print%20Version.pdf](https://www.oge.gov/Web/OGE.nsf/0/38CB66164D55ADD58525801B00591FFA/$FILE/Transition%20Guide%20Print%20Version.pdf)

### **Other Sites:**

#### **GSA's Presidential Transition Directory**

GSA maintains the federal government's official Presidential Transition Directory at

<https://presidentialtransition.usa.gov>.

#### **Center for Presidential Transition, Partnership for Public Service (non-federal site)**

The Partnership for Public Service has published its own helpful compilation at

<http://presidentialtransition.org>.