January 26, 2001 DT-01-005

## **MEMORANDUM**

TO: Designated Agency Ethics Officials

FROM: Barbara A. Mullen-Roth

Associate Director for Education and

Program Services

SUBJECT: SF 278 Public Access Issues Seminar

The Office of Government Ethics (OGE) will be offering a seminar on SF 278 Public Access Issues on Tuesday, February 27, 2001, from 9:00 a.m. to 10:30 a.m. at the Office of Thrift Supervision Amphitheater located at 1700 G Street, NW., Washington, DC.

This seminar is a follow-up to a session conducted at the 2000 Annual Ethics Conference last September. The seminar will be conducted by two OGE staff attorneys involved in OGE's Ethics in Government Act public access program who will discuss how SF 278 Public Financial Disclosure Reports and other covered records are made available to public requesters. The attorneys will also address the handling of the other materials in the SF 278 report files, including Privacy Act coverage and access requests under the Freedom of Information Act. A highlight of the seminar will be a presentation on the two electronically fillable versions of the SF 278 report form available on OGE's Web site as well as the evolving phenomenon of Internet access to public reports (thus far on certain private, rather than Government, sites).

This seminar is offered **FREE** to each agency. However, advance registration is required. Each person planning to attend **MUST** register by faxing a completed registration form to OGE before **Tuesday**, **February 20**, **2001**. Registration will be handled on a **first-come basis**. Seating is limited to 125 participants. Please fax completed registration forms to:

Sheila Powers, OGE Event Coordinator Fax Number: 202-208-8039 (or 8038)

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OGE will confirm each registration by return fax prior to the date of the seminar. Due to the large volume of registrations, we ask that registrants **NOT** follow up on confirmations. **NOTE:** NO TELEPHONE OR E-MAIL REGISTRATIONS WILL BE ACCEPTED.

Please pass this announcement and registration on to any other ethics officials within your agency that you think can benefit from attending this seminar.

## <u>Attachments</u>