



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

April 3, 2009
DT-09-013

MEMORANDUM

TO: Designated Agency Ethics Officials

FROM: Matthew Cross
Associate Director for Education

SUBJECT: Denver Regional Training Symposium

The U.S. Office of Government Ethics will conduct a two-day regional training symposium in Denver on May 27- 28, 2009. See below for a description of the sessions that will be offered.

Symposium Dates and Times

Wednesday, May 27, 2009
8:00 a.m. - 4:00 p.m.

Thursday, May 28, 2009
8:00 a.m. - 4:00 p.m.

Training Location

Western Area Power Administration
12155 W. Alameda Parkway
Conference Center, 2nd Floor
Lakewood, CO 80228-8213

Registration Information

To register for the Denver regional training symposium visit the [Training Workshops and Seminar](#) section of OGE's website at www.usoge.gov and complete the online registration form.

The registration deadline is May 8, 2009. Email confirmations are sent to registrants prior to the training.

Session Descriptions

Day One Agenda

Ethics Program Overview (1/2 hour)

This session will discuss the role of an ethics official and the elements of a complete ethics program.

Conflicts of Interest/Impartiality (3.5 hours)

This session covers the specific provisions of 18 USC 208, dealing with acts affecting a personal financial interest, and the provisions of 5 C.F.R. § 2635.501. Attendees of this session will learn the elements of each rule and a framework for analyzing conflicts of interest and impartiality questions. This session will conclude with an advice and counseling simulation exercise to help attendees practice identifying each of the elements.

Seeking and Post-Employment (3 hours)

This session covers the restrictions employees may be subject to when they begin seeking prospective employment. This session also provides an introduction to the restrictions on the activities of employees after they leave government service. Attendees of this session will learn the elements of each rule and a framework for analyzing seeking employment and post-employment questions.

Day Two Agenda

Financial Disclosure (4 hours)

This session provides an overview of the confidential financial disclosure reporting requirements. Attendees of this session will learn how to review each part of the OGE Form 450 for conflicts of interest and technical accuracy. The session will conclude with an in-depth review of a sample OGE Form 450 where participants will apply learned concepts to common conflicts and technical issues.

Gifts (1.5 hours)

This session explores the inherent pitfalls when Federal employees receive gifts from outside sources. This session will define what a gift is and identify the general gift standards and exceptions. Attendees of this session will learn how to differentiate between the categories of gift exceptions and determine the circumstances under which the exceptions may be used.

Outside Activities/Misuse of Position (1.5 hours)

This session provides an introduction to the restrictions on outside activities. This session also provides an overview of the related provisions dealing with the misuse of official position. Attendees of the session will learn whether or not a proposed outside activity raises ethical issues and if so how to counsel employees on those issues which are typically related to misuse of Government position and property.

For information regarding the registration process or about OGE course information, please contact:

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