



# Ethics Office Monthly Report

**FEBRUARY 2023**

## **EDUCATION**

Provided two ethics orientation sessions to new employees.

## **COMPLIANCE**

Assisted employees with Assuming Office and Leaving Office Form 700 filings, including troubleshooting the electronic filing system and notifications of deadlines.

Monitored the status of past due Assuming Office and Leaving Office Form 700 filings. Sent notices to three current employees and 21 former employees; obtained compliance from three current employees and 12 former employees.

## **ADVICE**

Addressed 10 advice matters involving: conflicts of interest, outside employment, financial disclosure, gifts, and other ethics-related topics.

## **INVESTIGATIONS**

Responded to five complaints involving:

- Unauthorized release of confidential records.
- Misuse of authority for personal gain.
- Sexual harassment and/or discrimination.

Referred EEO-related complaints to the EEO Office.

## **ADVICE AND INVESTIGATIVE DATA**

Advice Matters	10
Compliance Assistance	91
Complaints Received	5
Investigations Opened	0
Pending Investigations	4