OGE Form 278-T Periodic Transaction Reports

BLUF: The STOCK Act, *as amended*, requires OGE 278e Filers to file Periodic Transaction Reports (OGE Form 278-T) for securities transactions greater than $1000. Reports must be filed within 30 days of when you receive notification of a transaction, but not later than 45 days after the transaction took place – late penalties of $200 per report apply.

Statutory Requirement: As a Public Financial Disclosure Report (OGE Form 278e) filer, you MUST file an OGE Form 278-T for any purchase, sale, or exchange by you, your spouse, or your dependent child(ren) of stocks, bonds, commodity futures, and other securities if the amount of the transaction exceeded $1,000.

Exceptions: You do **not** report transactions involving:

(1) Mutual funds and other excepted investment funds.
(2) Certificates of deposit, savings or checking accounts, and money market accounts.
(3) U.S. Treasury bills, notes, and bonds.
(4) Thrift Savings Plan accounts.
(5) Real property.
(6) Bond or Note maturity.
(7) Transactions that are solely between you, your spouse or your dependent child or a parent.

Filing: You must file your OGE Form 278-T in Integrity.gov.

Instructions: Log in and click on "My Tasks." You will see three sections, the middle one is "My Tools." Under "My Tools," click on "278-T," then follow the prompts to complete. When you file your annual report, you can populate the transaction section from your 278-T reports.

Supervisory Review: The OGE Form 278-T will automatically route to your Supervisor. Supervisors should sign the OGE Form 278-T, however, if they do not, your ethics counselor may pull the report forward and certify it. In that event, you should notify your immediate supervisor if any newly acquired financial interests so that he or she can assess whether the asset poses a potential conflict of interest with respect to your official duties and forecasted assignments. Supervisors should then consult an ethics official if a potential conflict of interest is identified.

Late Filing Fees: There is a $200 late filing fee assessed for each late report. If you believe you cannot meet a filing deadline, promptly contact ethics official to determine if you qualify for an extension of time to file.