

**2023 Ethics Fundamentals Training Course
August 1 & 2**

Day	Start Time (EST)	Topic	Presenter (s)
Day one	0800-0810	Administrative Remarks	
	0810-0820	Welcome and Opening Remarks	
	0820-0905	Ethics Counselor Fundamentals	
	0905-0915	10 minute break	
	0915-1005	Conflicts of Interest	
	1005-1015	10 minute break	
	1015-1045	Seminar-Conflicts of Interest	
	1045-1055	10 minute break	
	1055-1145	Travel	
	1145-1315	Lunch	
	1315-1405	Financial Disclosure	
	1405-1415	10 minute break	
	1415-1505	Financial Disclosure	
	1505-1515	10 minute break	
	1515-1605	Political Activities	
<i>End of Day One</i>			
Day two	0800-0850	Tracking Personnel, Deadlines & Data	
	0850-0900	10 minute break	
	0900-0930	Program Reviews, Annual Questionnaire	
	0930-0940	10 minute break	
	0940-1030	Gifts	
	1030-1040	10 minute break	
	1040-1130	Gifts	
	1130-1300	Lunch	
	1300-1350	Post Government Employment and Seminar	
	1350-1400	10 minute break	
	1400-1430	AGEAR	
	1430-1440	10 minute break	
	1440-1530	Fundraising	
	1530-1540	10 minute break	
	1540-1630	Non-Federal Entity Relations and Social Media	
<i>End of Day Two</i>			