



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

October 23, 1996
DO-96-041

MEMORANDUM

TO: Designated Agency Ethics Officials

FROM: Stephen D. Potts Director

SUBJECT: Annual Agency Ethics Program Questionnaire

Please complete and return the attached annual ethics program questionnaire for calendar year 1996 to the Office of Government Ethics (OGE) by February 1, 1997. Your response to this questionnaire will constitute your annual report for 1996 as required by section 402(e)(1) of the Ethics in Government Act of 1978, as amended.

Remember, the questionnaire covers the period January 1, 1996 through December 31, 1996 and failure to file on or before February 1, 1997, may be cause for OGE to invoke its corrective action authority (5 C.F.R. § 2638.602(b)). Please note that the information contained in the questionnaire is subject to the Freedom of Information Act.

If you would like to submit your responses to the questionnaire electronically (via diskette), please contact Sandy McKinzy for an electronic version of the questionnaire.

Please note that there are no changes to the 1996 questionnaire. If you have any questions about the questionnaire, please contact Sandy McKinzy at 202-208-8000, extension 1212. All completed questionnaires should be submitted directly to Ms. McKinzy.

For your information, we have also attached a copy of the compiled statistics for the 1995 questionnaire and a list of the reporting agencies. Please contact Ms. McKinzy if you have any questions on this summary report.

Attachments

[Questionnaire Summary \(PDF\)](#)
[Annual Agency Questionnaire \(PDF\)](#)