

Q & A about PEP

Is the Annual Professional Ethics Practitioner Certificate for me?

The annual Professional Ethics Practitioner (PEP) certificate is designed for you if you are an ethics official who: (1) performs some or all functions of an ethics program at full competency; and (2) wishes to maintain your knowledge and skills by staying current with policy changes and developing practices in the ethics profession.

Why should I work toward an annual certificate?

By earning an annual PEP certificate, you demonstrate a commitment to continuing ethics professional development and engagement with OGE and the government ethics community.

If I am an ethics program leader, how can I use the PEP Certificate to support the professional development of my staff?

As a member of your agency's ethics program leadership, you have a responsibility to ensure that your staff has the skills and expertise needed to perform their assigned ethics duties. OGE encourages you to make earning an annual PEP certificate a part of the professional development plan for staff who spend a significant portion of their time supporting the ethics program. Completion of an annual PEP certificate will indicate that you are prioritizing the development of their ethics skills.

What type of OGE offerings can I take to receive a PEP credit?

You will be able to choose from a variety of offerings such as virtual lectures on recent advisories, peer-to-peer and other workshops, DAEO meetings, networking events, community meetings, and recorded and interactive trainings on a wide range of ethics topics, including existing courses in the IEG library.

How will I know if an offering is eligible for PEP credit?

You will know which courses in the IEG library are available for PEP credit because they will have a PEP label in their listing. And, when new OGE offerings are announced, the announcement will indicate if an offering is eligible for PEP credit.

Do I need to follow a set curriculum to receive a PEP certificate?

No, you will create a custom PEP curriculum to ensure that you are using the OGE resources most relevant to your work.

How many credits do I need to receive a PEP certificate?

You will need to earn six credits each year to be awarded a PEP certificate.

How will I apply for a PEP certificate?

As you participate in OGE offerings eligible for PEP credit, you should keep track of your participation. You will use an online form to report to OGE the PEP offerings you completed to reach the annual six credit requirement.

CURRENT OFFERINGS THAT WILL COUNT FOR PEP CREDITS

Each year OGE will host a variety of offerings that will be eligible for PEP credits such as virtual lectures on recent advisories, peer-to-peer and other workshops, DAEO meetings, networking events, community meetings, and recorded and interactive trainings on a wide range of ethics topics. In addition, many existing virtual courses will be labeled and eligible for PEP credits, including the following courses. Currently in the IEG Library:

Ethics Statutes

- **18 USC 203: Receipt of Compensation for Representational Services**
- **18 USC 205(a)(2): From Doctrine to Implementation**
- **18 USC 208: Making Sense of Particular Matters**

Financial Disclosure

- **Digital Asset Conflicts of Interest Video—Putting OGE LA-22-04 into Context**
- **Public Financial Disclosure Review: Complex Financial Instruments**
- **Public Financial Disclosure: Reporting Issues for Less Common Holdings (REITs, Call and Put Options, Confidential Clients)**
- **How to Research Financial Instruments for Public Financial Disclosure Reviewers**

Ethics Training and Education

- **Employee Ethics Training: Orientation and Annual Training Materials**
- **Employee Ethics Training: Ten Scenarios for a General Audience**
- **Employee Ethics Training: Tools for Career SES**

Program Management

- **Benchmarking Your Ethics Program**
- **Program Management--Managing Special Government Employee Service**
- **Program Management: Using Data to Strengthen Ethics Programs**
- **Ethics Records: The Release of Ethics Documents under the FOIA, the Privacy Act, and the EIGA**

General Ethics Topics

- **Ethics Considerations for Crowdsourced Fundraising (2021)**
- **Gifts Between Employees: An Overview of Subpart C**
- **Gifts from Outside Sources: A Seasonal Look**
- **Impartiality: Appearances and Discretion—Clarifying 5 C.F.R. § 2635.502(a)(2)and(c)**
- **Legal Research Search Collection Tutorial**
- **Outside Activities: Teaching, Speaking, or Writing “Related to” Official Duties**
- **Summary of the ethics provisions that apply to Special Government Employees (SGEs)**