

**GOVERNMENT OF THE DISTRICT OF COLUMBIA BOARD
OF ETHICS AND GOVERNMENT ACCOUNTABILITY**



Office of Government Ethics

FINANCIAL DISCLOSURE STATEMENT

Each designated employee subject to sections 224 and 225 of the District of Columbia Board of Ethics and Government Accountability Establishment and Comprehensive Ethics Reform Act of 2011 (D.C. Official Code §§ 1-1162.24 and 1-1162.25) is required to complete and submit a Financial Disclosure Statement (FDS) to BEGA or his/her Agency Head annually, no later than May 15th of each year.

This hard copy form should only be completed by Confidential Financial Disclosure Statement filers, District employees who have received an E-filing waiver from BEGA and past District employees who have recently separated from District employment. BEGA will NOT accept a hard copy form from a Public Financial Disclosure Statement filer unless that filer has been granted an E-filing waiver. Confidential Financial Disclosure Statement filers should submit their completed forms to their agency head per agency instructions. E-filing waiver recipients and past employees should send their completed hard copy forms directly to BEGA via email at bega-fds@dc.gov or regular mail to:

One Judiciary Square 441
4th Street, NW Suite 830
South
Washington, DC 20001

All questions on this FDS should be answered for the previous calendar year. For purposes of this form, the “previous calendar year” is defined as January through December of the previous year. If you are filling out this form because you have separated from District employment, please complete the form for the period beginning in January of the year you separated from District employment or the date in the previous calendar year you began District government employment through the date of your separation. If the form is submitted as an Amendment, answer only the question to which there is a change in information. Please read the General Instructions and Glossary attached to this form and the FDS FAQs available at www.bega.dc.gov.

Previous Calendar Year for Which Filing is Made _____

ORIGINAL

AMENDMENT

DATE OF FILING: _____

Name:

Last

First

Middle

CONTACT INFORMATION

(This information is supplied so that BEGA can contact you regarding your filing. This information will not be made publicly available.)

Telephone: Home: _____ Business: _____

Home Address:

(Street)

(City, State, Zip Code)

Instructions

- There are fifteen (15) **Yes** or **No** questions. You must answer each question.
- If you need to attach supplemental documents you can do so at the end of the form.
- If you cannot agree to all of the statements in the Certification, please explain why in the text box titled ***“Additional Information.”***
- Once a report is submitted, it can only be changed by filing an amendment.
- Failure to timely submit a full, accurate and complete form to BEGA or your agency head may result in fines of \$10.00 per day for up to thirty (30) days and up to \$5,000 in other penalties and fines. Any late-filer fines levied against a current District employee are deducted directly from the bi-weekly District government paycheck.

GENERAL INFORMATION

Current Paid or Unpaid Position with the District of Columbia

Position/Title: _____ Grade: _____

Name of Agency/Board/Commission: _____

Agency Address: _____

Agency Telephone: _____

District E-mail Address: _____

Start Date (in this position): _____

Former Paid or Unpaid Position with the District of Columbia (if applicable)

(If you held a paid or unpaid position with the District for more than thirty days during the previous calendar year that is different from the position you listed above UNDER “Current Paid or Unpaid Position with the District of Columbia” above, or you no longer work for the District, please list the details below:

Position: _____ Grade: _____

Name of Agency: _____

Dates During Which You Held the Position: _____

NON-DISTRICT EMPLOYMENT/BUSINESS

1. Did you have any non-District employment or engage in any outside business or other activity during the previous calendar year for which you received compensation of \$200 or more?

Note: Answer "yes" if you engaged in any occupation, trade, business, profession, or employment during the reporting year in which you were paid \$200 or more. Do not include your District employment.

- Yes
 No

If you answered "Yes," please list the employment or business below:

Position/Title: _____

Name of Employer: _____

Description of Work: _____

Start Date _____ **End Date (if applicable)** _____

Income Received from Outside Business:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
 \$1,001 - \$15,000
 \$15,001 - \$50,000
 \$50,001 - \$100,000
 \$100,001 - \$250,000
 \$250,001 - \$500,000
 \$500,001 - \$1,000,000
 Over \$1,000,000
 \$1,000,001 - \$5,000,000
 \$5,000,001 - \$25,000,000
 \$25,000,001 - \$50,000,000
 Over \$50,000,000

Clients

If you answered "yes," because you were paid by a client (as opposed to an employer) please identify which, if any, client had or has a contract with the District or who stands

to gain a direct financial benefit from legislation that was pending before the Council in the previous calendar year:

Client Name: _____

2. Was your spouse, registered domestic partner, or dependent child(ren) employed by a private entity or did they engage in any business endeavors during the previous calendar year for which they received compensation of \$200 or more?

Note: Answer "yes" if your spouse, domestic partner, or dependent child(ren) engaged in any non-government occupation, trade, business, profession, or employment during the reporting year and received income of \$200 or more for doing so.

- Yes
 No

If you answered "Yes", please list the employment or business below: Position/Title:

Name of Employer: _____

Description of Work _____

Start Date _____ End Date (if applicable) _____

Clients

If you answered "yes," because your spouse, domestic partner, or dependent child(ren) were paid by a client (as opposed to an employer) please identify which, if any, client had or has a contract with the District or who stands to gain a direct financial benefit from legislation that was pending before the Council in the previous calendar year:

Client Name: _____

3. Did you serve in any unpaid position (without compensation) as an officer, director, partner, consultant, contractor, volunteer, member or in any other formal capacity of a non-government board or other outside entity during the previous calendar year?

- Yes
 No

If you answered yes:

Position/Title: _____

Name of Employer: _____

Start Date _____ End Date (if applicable) _____

4. Did your spouse, registered domestic partner, or dependent child(ren) serve in any unpaid position (without compensation) as an officer, director, partner, consultant, contractor, volunteer, member or in any other formal capacity of a non-government board or other outside entity during the previous calendar year?
- Yes
 No

If you answered yes:

Position/Title: _____

Name of Employer: _____

Start Date _____ End Date (if applicable) _____

5. During the previous calendar year, did you have any agreements with a former or current employer, other than with the District of Columbia, for future payments or benefits (*such as separation pay, partnership buyouts, or pension or retirement pay*) or for future employment or for a leave of absence?
- Yes
 No

If you answered yes:

Former/Current Employer: _____

Type of Agreement or Benefit: _____

6. During the previous calendar year, did your spouse, domestic partner, or dependent child(ren) have any agreements with a former or current employer, other than with the District of Columbia, for future payments or benefits (*such as separation pay, partnership buyouts, or pension or retirement pay*) or for future employment or for a leave of absence?
- Yes
 No

If you answered yes:

Former/Current Employer: _____

Type of Agreement or Benefit: _____

SECURITIES, HOLDINGS & INVESTMENTS

7. Did you have a beneficial interest in or hold any **security** (“*security*” means stocks (any class), bonds (including savings bonds and tax exempt bonds), stock options, warrants, debentures, obligations, notes (not mortgage notes), mortgages (not on one’s home), investment interests in limited partnerships, REITs, and such other evidences of indebtedness and certificates of interest or participation in any profit-sharing agreement as are usually referred to as securities) at the close of the previous calendar year **that exceeded in the aggregate \$1,000 or that produced income of \$200 or more?**

Note: You need not disclose mutual funds or other similar investment vehicles that own multiple securities and are managed by someone other than yourself.

- Yes
 No

If you answered yes, please list each security and/or beneficial interest you held below:

Total Value of Beneficial Interests or Securities at the close of the previous calendar year: (Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
 \$1,001 - \$15,000
 \$15,001 - \$50,000
 \$50,001 - \$100,000
 \$100,001 - \$250,000
 \$250,001 - \$500,000
 \$500,001 - \$1,000,000
 Over \$1,000,000
 \$1,000,001 - \$5,000,000
 \$5,000,001 - \$25,000,000
 \$25,000,001 - \$50,000,000
 Over \$50,000,000

8. Did your spouse, domestic partner, or dependent child(ren) have a beneficial interest

in or hold any **security** (“security” means stocks (any class), bonds (including savings bonds and tax exempt bonds), stock options, warrants, debentures, obligations, notes (not mortgage notes), mortgages (not on one’s home), investment interests in limited partnerships, REITs, and such other evidences of indebtedness and certificates of interest or participation in any profit-sharing agreement as are usually referred to as securities) at the close of the previous calendar year **that exceeded in the aggregate \$1,000 or that produced income of \$200 or more?**

Note: You need not disclose mutual funds or other similar investment vehicles that own multiple securities and are managed by someone other than your spouse, domestic partner, or dependent child(ren).

- Yes
- No

If you answered yes, please list each security and/or beneficial interest you held below:

Total Value of Beneficial Interests or Securities at the close of the previous calendar year:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

9. Did you owe any entity or person (*other than a member of your immediate family*) \$1,000 or more (*excluding: mortgages on your personal residence, student loans, automobile loans, credit card accounts or other revolving credit, and other loans from a federal or state insured or regulated financial institution*) during the previous calendar year?

- Yes
- No

If you answered yes:

Name of Entity or Person: _____

Type of Liability: _____

Amount of Liability:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

10. Did your spouse, domestic partner or dependent child(ren) owe any entity or person (*other than a member of their immediate family*) \$1,000 or more, (*excluding: mortgages on your personal residence, student loans, automobile loans, credit card accounts or other revolving credit, and other loans from a federal or state insured or regulated financial institution*) during the previous calendar year?

- Yes
- No

If you answered yes:

Name of Entity or Person: _____

Type of Liability: _____

Amount of Liability:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

11. Did you have an interest in any real property located in the District of Columbia during the previous calendar year *aside from your primary personal residence*, occupied by you, your spouse or your domestic partner, where your interest had a fair market value of \$1,000 or more, or where the property produced income of \$200 or more?

- Yes
- No

Location of Real Property _____

Purchase Date _____

Date Sold _____

Value of Real Estate or Interest:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

12. Did your spouse, domestic partner, or dependent child(ren) have an interest in any real property located in the District of Columbia during the previous calendar year

aside from their primary personal residence, where their interest had a fair market value of \$1,000 or more, or where the property produced income of \$200 or more?

- Yes
- No

Location of Real Property _____

Purchase Date _____

Value of Real Estate or Interest:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

REGULATED PROFESSIONS

13. Do you hold any professional or occupational licenses issued by the District of Columbia government (i.e., are you licensed to practice law in the District of Columbia, or are you licensed by the District's Department of Health, the District's Department of Consumer and Regulatory Affairs, the District's Department of Mental Health, the District's Department of Insurance Securities and Banking, the Metropolitan Police Department, the District's Occupational and Professional Licensing Administration, etc.)?

- Yes
- No

Type of License Issued (e.g., Real Estate License, D.C. Bar License, etc.) _____

Issuing Entity _____

14. Does your spouse, domestic partner, or dependent child(ren) hold any professional or occupational licenses issued by the District of Columbia government (i.e., are they licensed to practice law in the District of Columbia, or are they licensed by the District's Department of Health, the District's Department of Consumer and Regulatory Affairs, the District's Department of Mental Health, the District's Department of Insurance Securities and Banking, the Metropolitan Police Department, or the District's Occupational and Professional Licensing Administration, etc.)?

- Yes
- No

Type of License Issued (e.g., Real Estate License, D.C. Bar License, etc.) _____

Issuing Entity _____

GIFTS

15. Did you receive any **gift(s)** (*see definition in glossary*) from any person that has or is seeking to do business with the District, conducts operations or activities that are regulated by the District, or has an interest that may be favorably affected by the performance or nonperformance of your duties in the total amount or with a total value of \$100 or more during the previous calendar year?

- Yes
- No

Identity of Gift Giver _____

Gift Giver's Company _____

Description of Gift _____

Date of Gift _____ Amount or Estimated Value _____

CERTIFICATION

I certify that I have:

- Not caused title to property to be placed in another person or entity for the purpose of avoiding the disclosure requirements on the preceding form;
- Filed and paid my income and property taxes;
- Diligently safeguarded the assets of the taxpayers and the District;
- Reported known illegal activity, including attempted bribes, to the appropriate authorities;
- Not been offered or accepted any bribes;
- Not directly or indirectly received government funds through illegal or improper means; Not raised or received funds in violation of federal or District law; and
- Not received or been given anything of value, including a gift, favor, service, loan gratuity, discount, hospitality, political contribution, or promise of future employment, based on any understanding that my official actions or judgment or vote would be influenced.

Additional Information or if you are unable to certify each of the above, please provide an explanation (*i.e.*, I have been granted an extension to file my income taxes):

YOU MUST SIGN THIS FORM. Read the following carefully before you sign. I understand that the making of a false statement on this form or materials submitted with this form is punishable by civil penalties pursuant to 3 DCMR § 5704.5, D.C. Official Code §§ 1-1162.24 and 1-1162.25, and criminal penalties pursuant to D.C. Official Code 22-2405 et seq. (2001). I understand that any information I give may be investigated as allowed by law or Mayoral order. I certify that, to the best of my knowledge and belief, all of my statements are true, accurate, and complete.

Signature

Printed Name of Filer

Date

Glossary of Terms

- **Financial Conflict of Interest prohibition** - No employee shall use his or her official position or title, or personally and substantially participate, through decision, approval, disapproval, recommendation, the rendering of advice, investigation, or otherwise, in a judicial or other proceeding, application, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, or other particular matter, or attempt to influence the outcome of a particular matter, in a manner that the employee knows is likely to have a direct and predictable effect on the employee's financial interests or the financial interests of a person closely affiliated with the employee.

- **Domestic partnership** is defined as the relationship between two persons who have registered as domestic partners under the District's registration procedures (DC Code § 32-701).

- **Gift**¹ – a payment, subscription, advance, forbearance, rendering, or deposit of money, services, or anything of value, unless consideration of equal or greater value is received. The term "gift" shall not include:
 - (A) A political contribution otherwise reported as required by law;
 - (B) A commercially reasonable loan made in the ordinary course of business; or
 - (C) A gift received from a member of the person's immediate family.

- **Income** - Income means all income from whatever source derived, including (but not limited to) the following items:
 - (1) Compensation for services, including fees, commissions, fringe benefits, and similar items;
 - (2) Gross income derived from business;
 - (3) Gains derived from dealings in property;
 - (4) Interest;
 - (5) Rents;
 - (6) Royalties;
 - (7) Dividends;
 - (8) Alimony and separate maintenance payments;
 - (9) Annuities;
 - (10) Income from life insurance and endowment contracts;
 - (11) Pensions;
 - (12) Income from discharge of indebtedness;
 - (13) Distributive share of partnership gross income;
 - (14) Income in respect of a decedent; and

¹D.C. Office Code § 1-1161.01(23).

(15) Income from an interest in an estate or trust.

*Honoraria are considered “income” for the purposes of this form.

- Financial Disclosure Statement (FDS) –The form addresses the following:
 - Business Transactions: This consists of business entities transacting any business with the District of Columbia in which the public official (or spouse for jointly titled property) has a beneficial interest valued in excess of \$1,000.00, or serves as an officer, director, partner, employee, contractor, and consultant or in any other capacity. Business entities include sole proprietorships, partnerships and corporations.
 - Business Interests: Any business interest held by the public official (or spouse for jointly held property) in business entities transacting any business with the District of Columbia Government consisting of corporate stock, registered and traded on a national exchange, is listed only if the total value exceeds \$5,000.00.
 - Liabilities: Each outstanding liability borrowed by the public official (or spouse if a joint liability) exceeding \$1,000.00 which is not a loan from a federal or state insured or regulated financial institution, immediate family member, or revolving credit or installment account.
 - Real Property: All real property located in the District of Columbia (other than the personal residence actually occupied by the public official or spouse) that the public official or spouse (where jointly titled) holds an interest that has a fair market value in excess of \$1,000.00.
 - Licenses: Each professional or occupational license issued by the District of Columbia Government.
 - Gifts: All gifts received in excess of \$100.00 in a calendar year from any business entity **transacting business with the District of Columbia Government.**