

Financial Disclosure Management

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Introduction

Previous Release Notes are posted on the FDM website:

<https://www.fdm.army.mil/helpSupport/releaseNotes.htm>.

Release 6.0.6 implements these enhancements:

6.0.6 Enhancements

Display 278 Filer's Supervisor during Getting Started

Auto Remind for Filers

Auto Remind for 450 Certifiers

Remove Filer Assistants

Defects & Changes

Display 278 Filer's Supervisor during Getting Started

Filers can now notify his/her SLC when the Supervisor reviewer assigned to their report is incorrect. On the report Contact Information page, Filers can click [Send an email to his/her Legal Advisor](#) to request that their FDM Supervisor reviewer be updated.

Figure 1. Comments Tab with Delete

FDM_TRAINING Financial Disclosure Management

My Reports | My Info | Resources | Log Out

Reports Not Started | Reports List

Report Data | Attachments | Comments | Flags | Audit Trail | View/Print | Review Status

Draft - George X. Dalla, 2012 Incumbent OGE 278 Report

Getting Started | Assets | Other Income | Transactions | Gifts, etc | Liabilities | Agreements | Positions | eSign

Contact Information

Please confirm that the following information about yourself is current:

Last Name:

First Name:

Middle Initial:

Grade: (Enter grade as O7, GS13, etc.)

• Please provide your current Government Office address
• If you do not have a Government Office address, provide a mailing address.

Address Line 1 :

Address Line 2 : (optional)

City/Province :

State :

Country:

Zip Code: - (zip+4 optional)

Telephone:

Public, SupPoc X (e-mail: SuprPoc.Public@FDMSandbox.com) is assigned as the Reviewer/Supervisor to review your report. If that person is not your current Supervisor who should review this report contact your new Supervisor and/or supporting Ethics Official so they can update FDM to the correct review chain. Do so before eSigning this report. [Send an email to your Legal Advisor.](#)

You can see the complete list of reviewers for your report by clicking the Review Status tab.

Note -
DoD users: The Joint Ethics Regulation requires your Supervisor review your report.
Non-DoD users: Your agency may use a "reviewer" instead of your Supervisor. Contact your agency FDM POC if you have questions on this.

Security and Privacy Notice | Help | Accessibility | Developed by: CECOM LCMC

Automatic Reminders for Filers

This release includes an Automatic Reminder option to send OGE 450 and OGE 278 Filers e-mail notifications to ensure Filers submit reports on time. Filers receive notifications on a scheduled basis and only if their report meets the criteria listed below.

Note: Auto Remind is an FDM Agency preference and defaults to **Yes**, unless a FDM Agency chooses to opt out.

450 Filers receive auto remind notifications if:

- ❖ the Agency Preference for Auto Reminder Notices to 450 Filers? is set to Yes **and**
- ❖ the report is due between Monday - Sunday of the next calendar week **and**
- ❖ the Report's Year Label is within the last 2 Years **and**
- ❖ the Report is Assigned **and**
- ❖ the Report is not Admin Closed **and**
- ❖ the Report's Review Status is ***Not Started or Draft***

278 Filers Auto Remind

- ❖ the Agency Preference for Auto Reminder Notices to 278 Filers? is set to Yes **and**
- ❖ the report is due between Monday - Sunday of the next calendar week **and**
- ❖ the Report's Year Label is within the last 2 Years **and**
- ❖ the Report is Assigned **and**
- ❖ the Report is not Admin Closed **and**
- ❖ the Report's Review Status is ***Not Started or Draft***

Auto Remind Filers Schedule

Auto Remind Filer notifications are sent weekly.

Figure 2. Sample OGE 450 Reminder Notification

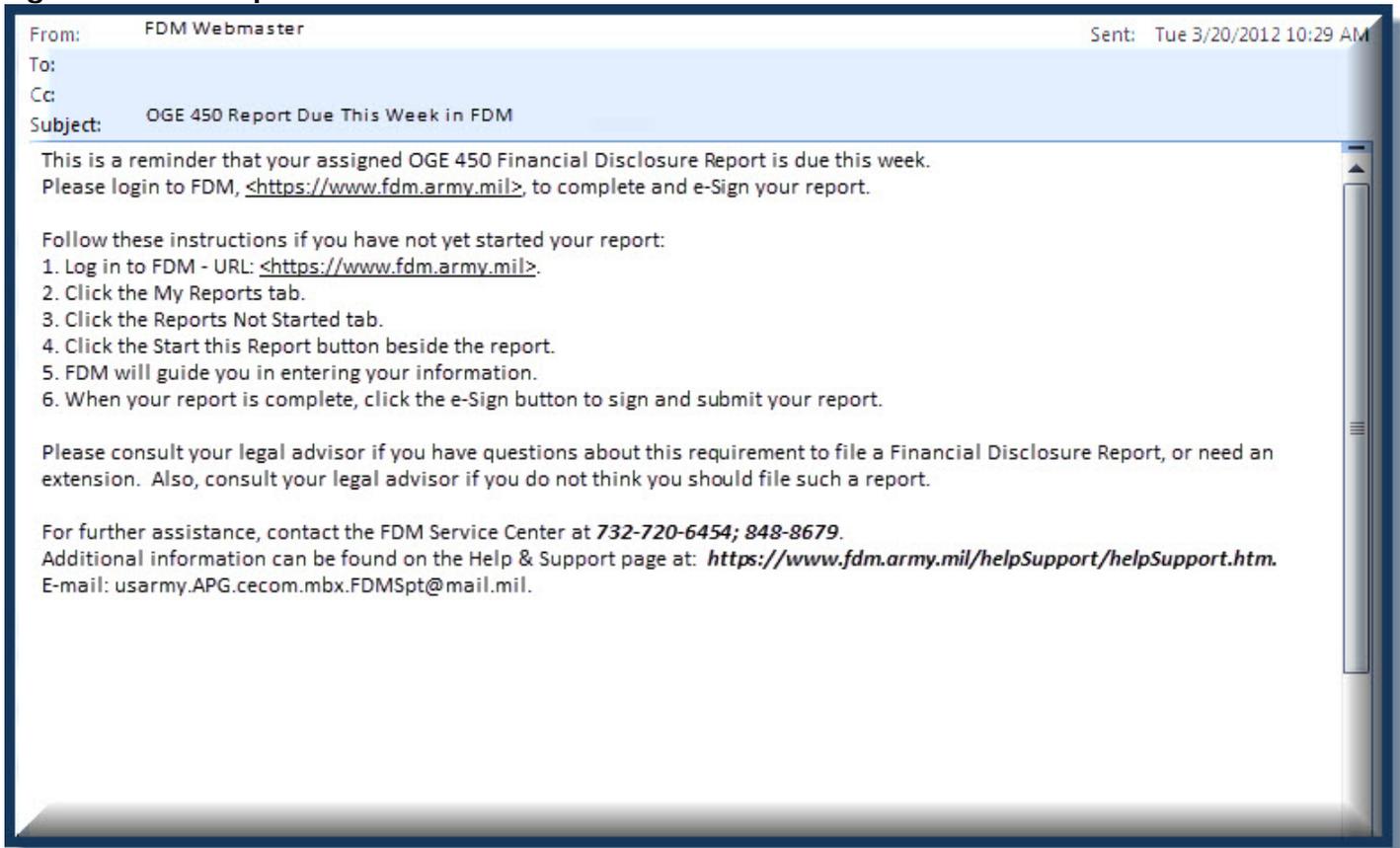
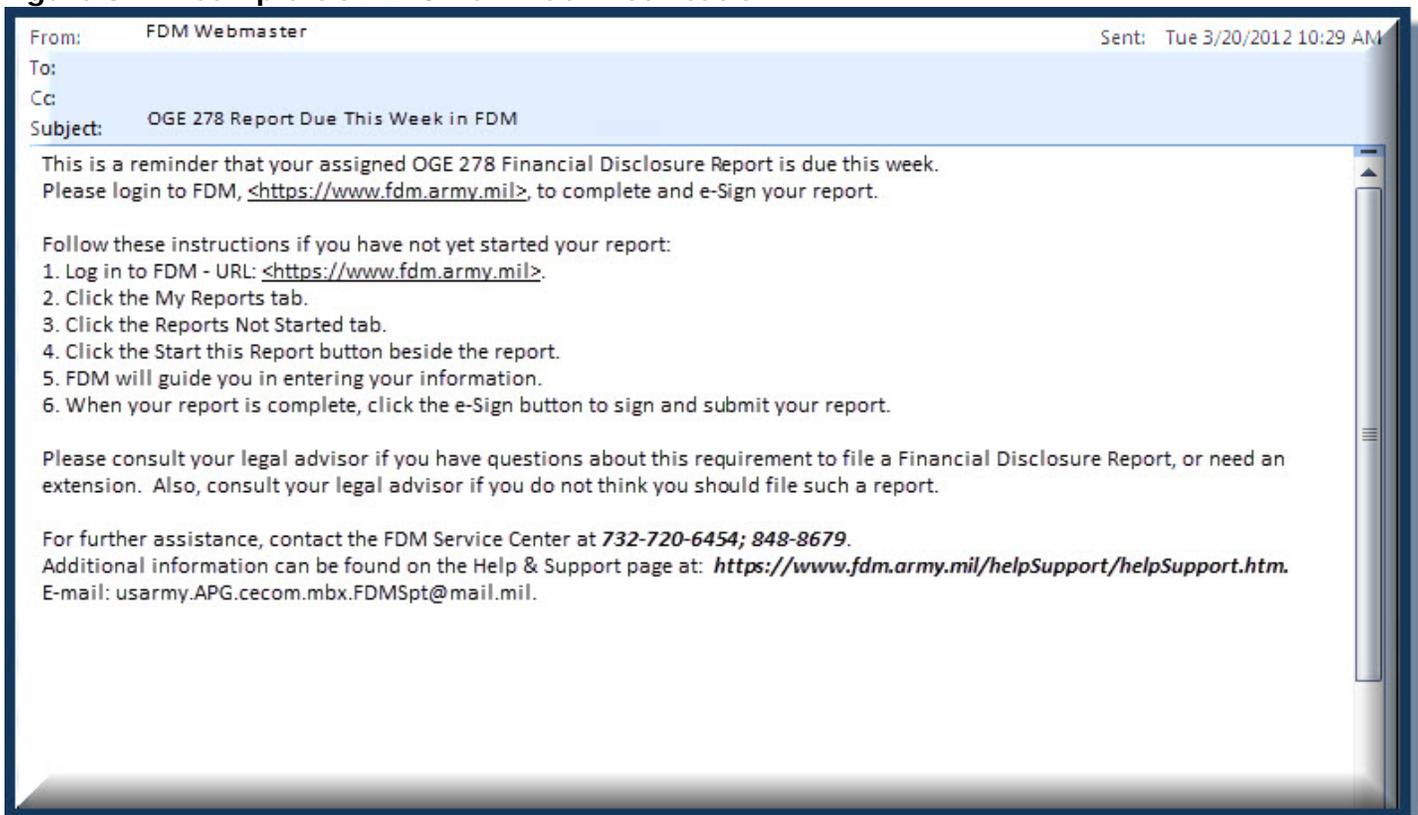


Figure 3. Sample OGE 278 Reminder Notification



Automatic Reminder for 450 Certifiers

This release includes an Automatic Reminder option to send 450 Certifiers and their ECs e-mail notifications to improve Ethics Official review timeliness and compliance with OGE review requirements. 450 Certifiers receive notifications on a scheduled basis and only if a Filer's report meets the criteria listed below.

Note: Auto Remind is an FDM Agency preference and defaults to **Yes**, unless a FDM Agency chooses to opt out.

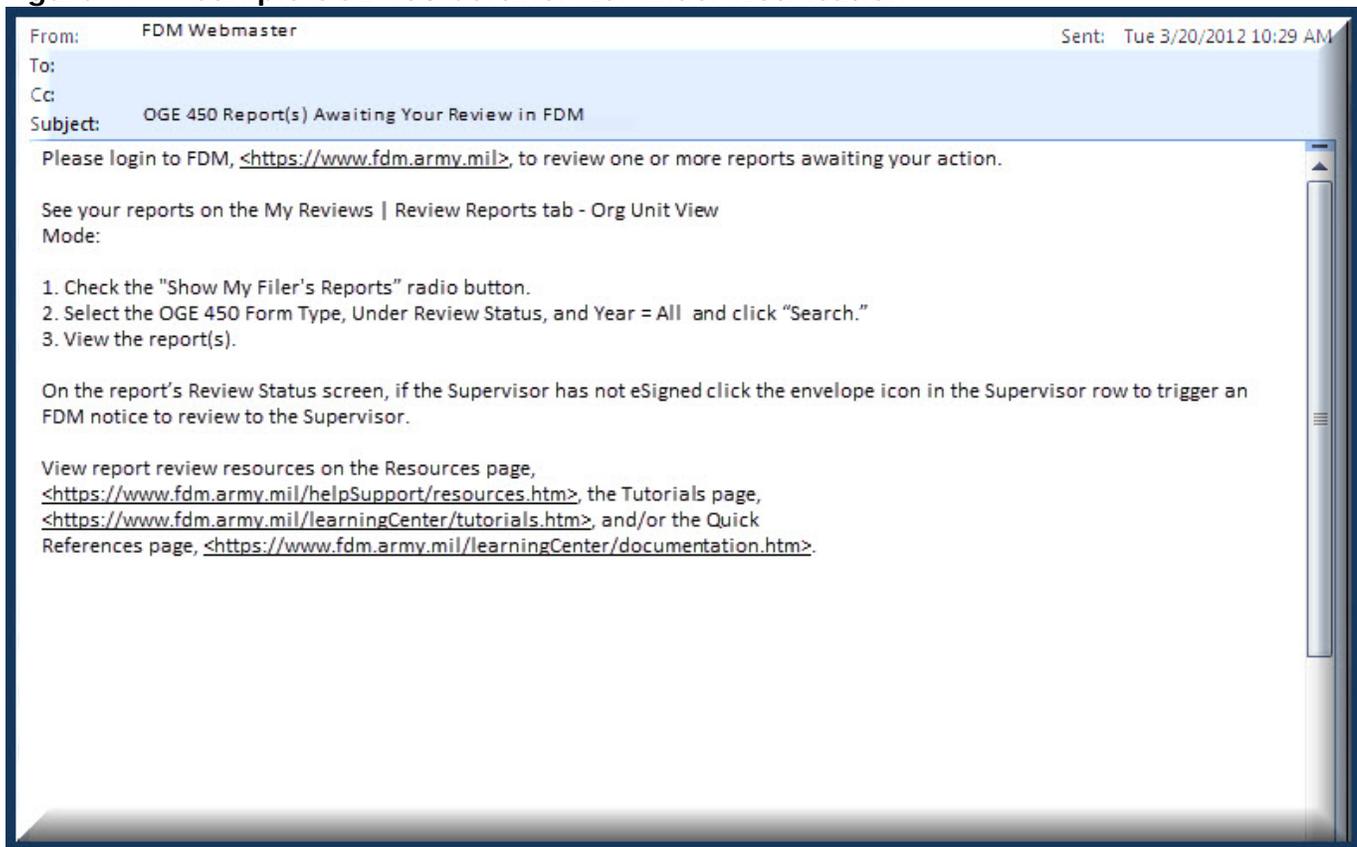
450 Certifiers receive auto remind notifications if:

- ❖ the Agency Preference for Auto Reminder Notices to 450 Reviewers? Is set to Yes. **And**
- ❖ the report submission date is seven or more calendar days prior to the current calendar date.
- ❖ the Report is Assigned ***and***
- ❖ the Report is not Admin Closed ***and***
- ❖ the Report's Review Status is **Under Review** (*submitted or amended*)
- ❖ the Report's Year Label is within the current calendar year ***and***
- ❖ no End Review exists from the associated 450 Certifier and 450 Certifier ECs.

Auto Remind 450 Certifier Schedule

- ❖ Weekly - between 1 February through 18 April.
- ❖ Monthly - between 1 May through January the following calendar year.

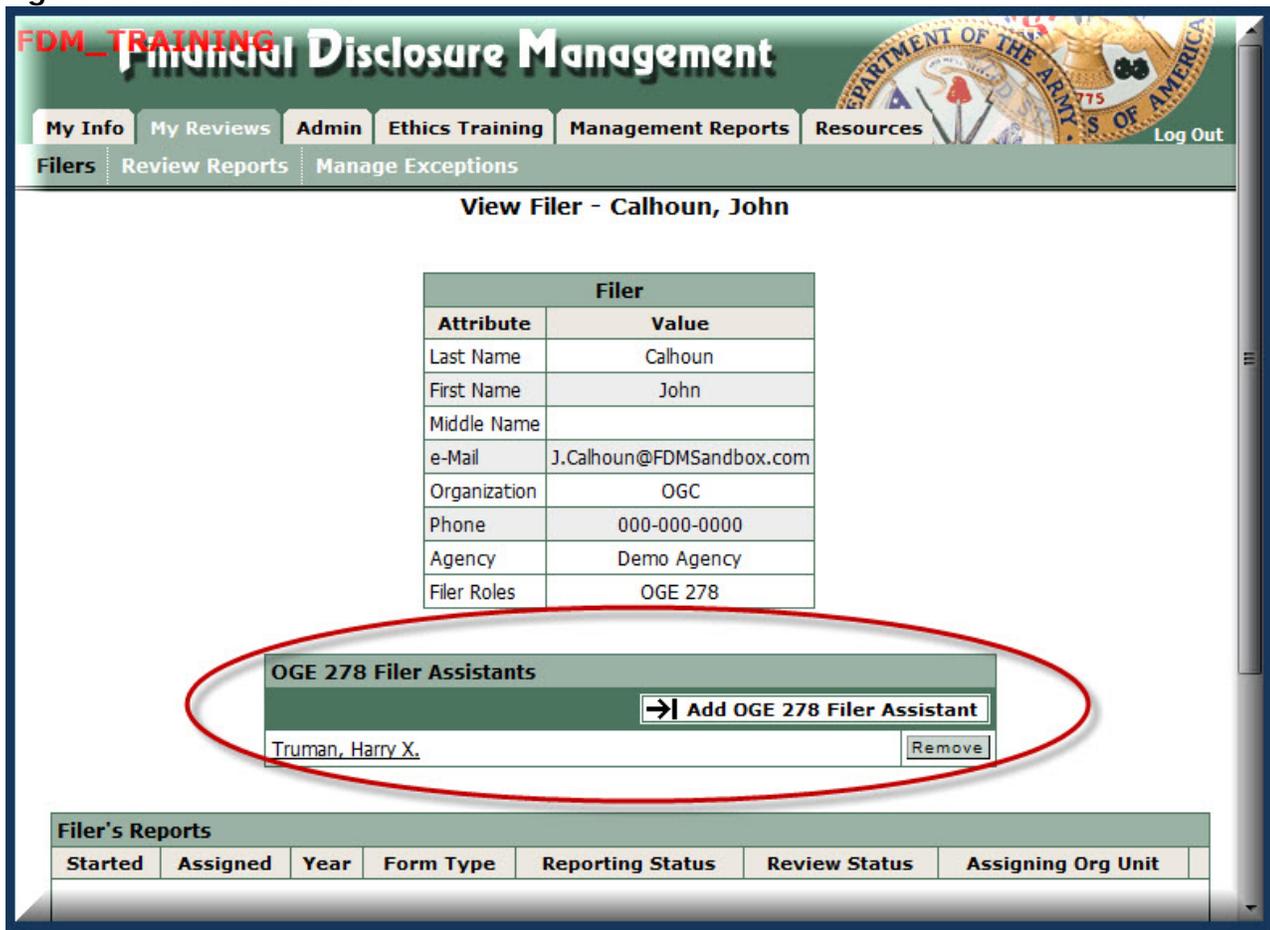
Figure 4. Sample OGE 450 Certifier Reminder Notification



Remove Filer Assistants

DAEOs and DAEO ECs can remove an OGE 278 filer's assistant at any time from the View Filer page.

Figure 5. Filer Assist



Defects & Changes

SCR 6152 – Senders are now CC'd on any notifications triggered by clicking the envelope icon on the Review Status page.

SCR 6152 (6233) – The Remind Filer text is updated to more user-friendly text.

SCR 6302 – OGEs Gift threshold instructions on the OGE 278 PDF are now current with OGEs December 2011 changes.

SCR 6316 – Enables ethics officials to remove a report assignment without first removing a recorded extension.