SECRETARY OF THE ARMY
WASHINGTON

02 APR 2005

MEMORANDUM FOR
PRINCIPAL OFFICIALS OF HEADQUARTERS, DEPARTMENT OF THE ARMY
MACOM COMMANDERS

SUBJECT: FINANCIAL DISCLOSURE MANAGEMENT SYSTEM - ACTION MEMORANDUM

Under the oversight and guidance of the General Counsel as the Army's Designated Agency Ethics Official (DAEO), and with the cooperation of the Communications-Electronics Command (CECOM) and the Army Standards of Conduct Office (SOCO), the Army has developed a user-friendly on-line Financial Disclosure Management (FDM) system to transform financial reporting requirements. In pilot testing and trial application, the FDM system has successfully eliminated errors and guesswork by preparers and reviewers of the Standard Form (SF) 278, Public Financial Disclosure Report, filed by Army Presidential Appointees, Senior Executive Service employees, and General Officers. The Office of Government Ethics and White House Counsel have approved the FDM-SF 278 for wider implementation.

Development and implementation of the FDM system exemplifies the Army's strategic priority of evolutionary change to transform the business side of the Army. Accordingly, this Memorandum directs CECOM and SOCO, under the authority of the DAEO and the Alternate DAEO:

1. To implement FDM-SF 278 Army-wide for all SF-278 required filers for the April/May 2005 filing season;

2. To expedite development of FDM-4SO for on-line preparation of OGE Form 450, Confidential Financial Disclosure Report filed by 40,000 Army personnel; and

3. To expedite development of the FDM Ethics Training Management (ETM) – web tool to plan, track, and manage Ethics Training and status of financial disclosure reporting.

Implementation of the FDM system should be viewed as a core business element of the overall intent to build upon the Army's robust and pro-active tradition of ethics compliance and with the provisions of the Management Agenda of President Bush.

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