

From: "Guy, Gabrielle N" <gabrielle.guy@sol.doi.gov>

To: "Herrington, Lucy R" <lucy_herrington@ios.doi.gov>

Subject: Welcome New Entrant Public Financial Disclosure Report Filer

Date: Wed, 12 Feb 2025 03:20:00 +0000

Importance: Normal

Attachments: unnamed

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Meeting ID: 287 450 505 700

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For organizers: [Meeting options](#)

From: Herrington, Lucy R <lucy_herrington@ios.doi.gov>

Sent: Tuesday, February 11, 2025 9:32 PM

To: Bowen, Eugene E <eugene.bowen@sol.doi.gov>

Cc: Guy, Gabrielle N <gabrielle.guy@sol.doi.gov>

Subject: Re: Welcome New Entrant Public Financial Disclosure Report Filer

Thanks, Ed for sending this over. Gabrielle- do you have time Friday @11 for a teams chat?

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From: Bowen, Eugene E <eugene.bowen@sol.doi.gov>

Sent: Tuesday, February 11, 2025 4:53:41 PM

To: Herrington, Lucy R <lucy_herrington@ios.doi.gov>

Cc: Guy, Gabrielle N <gabrielle.guy@sol.doi.gov>

Subject: Welcome New Entrant Public Financial Disclosure Report Filer

Lucy,

Hello from the Departmental Ethics Office (DEO). My name is Ed Bowen from the DEO Financial Disclosure Branch in the Office of the Solicitor. One of the duties of our office includes tracking employees who are required to submit a Public Financial Disclosure Report (OGE Form 278e.)

Based upon your new position, you are now required to file the Public Financial Disclosure Form (278e).

I have assigned you a 278e New Entrant Report in [Integrity](#); the online system used to file your public reports. You should have received an automated email from [Integrity](#) with instructions for logging into your account and submitting your 278e New Entrant Report.

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Your report is due on or before March 13, 2025.

My colleague, **Gabrielle Guy, Ethics Specialist**, will contact you to set up a short call to discuss your new entrant report and its contents.

You are encouraged to login to [Integrity](#) to start working on your report now, but we suggest you **not** submit your report until we have connected with you first. Most employees find that it saves them time (e.g., providing clarification on what is reportable and not reportable) if they speak with us before they submit their report for review.

Please let Gabrielle know when you are available for a Teams call to discuss the report. You should work with her if you have any questions or need to request additional time to complete your report.

Thank you and welcome to the Department of the Interior,

Ed

ED BOWEN

Supervisory Attorney/Financial Disclosure Branch
Departmental Ethics Office/Office of the Solicitor
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