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	U· S· DEPARTMENT OF THE INTERIOR OFFICE OF SURFACE MINING RECLAMATION AND ENFORCEMENT DIRECTIVES SYSTEM	Subject Number: PER-18-1 Transmittal Number: 392 Date: 10/28/87

Subject: Restrictions of Financial Interests of Federal and State Employees

Approval: Ted D. Christensen | Title: Director

Please make the following changes to:

Subject No.: PER-18 Date: 10/14/86
Transmittal No.: 281 Subject: Same

The purpose of these changes is to further delineate the role of the Field Office oversight personnel and the Headquarters Ethics Staff on 30 CFR 705, "Restrictions of Financial Interests of State Employees." It is also as a result of concerns raised to top management by State and Federal personnel over having to reveal and review personal financial affairs with close working associates.

Page 4, After item (5) add item (a).

(a) Annual on-site evaluations of State employees financial disclosure statements (Form OSM-23) will be conducted by personnel of the Headquarters Personnel Division at selected States with primacy. These reviews will be closely coordinated with the respective Assistant Director and his oversight personnel to coincide with the overall State Program evaluation. The findings will become a part of the annual oversight report. The results of these evaluations will be utilized to identify weaknesses in the established review and analysis process of the statements. It will also provide a basis for developing any identified improvements needed in the process. In addition, because of the oversight personnel's close working relationship with State personnel and intimate working knowledge of the State regulatory authority structure, this office will request input from them on the annual exempt position listings before granting final approval.

Page 5, Realphabetize d. through h. to e. through i.

Page 5, Add item d.

d. Field Office - Performs evaluations on the State Conflict of Interest program:

(1) Annual on-site evaluations will be conducted by oversight personnel on States with primacy to determine whether policies and procedures established and used to implement Section 517(g) of the Act are sufficient. These evaluations cover the structure of the program with

CHANGE NOTICE

regard to collection and filing, counseling and guidance, appeals and State follow-up on conflict of interest cases identified by the State process. Field Office personnel will not perform a review of individual conflict of interest forms. If in the course of these procedural evaluations it is suspected that there are filing and disclosure violations, these concerns should be addressed to the Headquarters Ethics Staff for action. The results of the evaluations will be utilized to identify weaknesses in the established policies and procedures regarding the State Conflict of Interest Program and provide a basis for developing any identified improvements needed in these areas.