

# ETHICS REMINDERS

*May 15th is the deadline*  
**To file your Annual Statement of Financial Disclosure**

## Who must file a Financial Disclosure Statement (“FDS”) pursuant to Public Officers Law § 73-a?

- For FDS year 2017, any State officer or employee who earns an annual salary in excess of the CSEA SG-24 job rate of **\$97,448** — known as a **Threshold Filer**.
- Any officer or employee who has been designated as a **Policymaker** by their agency.

*Note:* Each Appointing Authority—not JCOPE—determines whether an individual is designated as a Policymaker.

## Can I apply for an extension of the filing deadline or an exemption from filing?

### Extensions:

- All FDS filers may apply for an extension to file.
- A request for a filing extension must be made in writing and received by JCOPE no later than the filing deadline (May 15th for non-academic filers, or within 30 days for new filers).
- A filer may request an extension to file via the FDS online filing system. The form for an extension request can be found on JCOPE’s website.

### Exemptions and Redactions:

- Employees designated as Policymakers are not eligible for an exemption from filing. *There are no exceptions* to the statutory filing requirement.
- A Threshold Filer’s request for a filing exemption must be made in writing and received by JCOPE no later than the filing deadline (May 15th for non-academic filers, or within 30 days for new filers).
- A filer may request a filing exemption via the FDS online filing system. The form for a filing exemption request can be found on JCOPE’s website.
- Any filer may request a redaction from disclosing certain information regarding spouses and children.

### How do I file an FDS?

JCOPE encourages all filers to file electronically through the FDS online filing system. The FDS filing instructions and link to file can be found on JCOPE’s website.



### *Remember:*

**Violations of Public Officers Law § 73-a can result in a maximum fine of \$40,000 and are punishable as a class A misdemeanor.** The Joint Commission on Public Ethics periodically releases Ethics Reminders. Each reminder is a brief and easy to understand synopsis of the laws and rules under the Commission’s jurisdiction. Ethics Reminders are issued to assist those subject to the Commission’s jurisdiction in understanding and complying with their obligations under the law.