

MEMORANDUM

March 29, 1996

To: All Board Members
cc: David G. Marwell, Executive Director

From: Dennis J. Quinn, Designated Agency Ethics Officer

Subject: Filing of Confidential Financial Disclosure Reports

It is time once again to file your annual Confidential Financial Disclosure Report. I have enclosed a blank OGE Form 450 as well as a copy of the report you filed last year. Please note that the Form 450 has been revised since last year. The new form is supposed to be easier to complete and requires less information. Please read the instructions carefully. If you have any questions give me a call or an e-mail.

I would appreciate it if you could bring the completed report with you to the next Board meeting on April 16-17. Thank you.