

**U. S. OFFICE OF GOVERNMENT ETHICS**  
**JUSTIFICATION FOR A NONMATERIAL/NONSUBSTANTIVE CHANGE**  
**OGE FORM 201 REQUEST TO INSPECT OR RECEIVE COPIES OF EXECUTIVE BRANCH**  
**PERSONNEL PUBLIC FINANCIAL DISCLOSURE REPORTS OR OTHER COVERED RECORDS**  
**MAY 2020**

In February, 2020, OGE submitted to the Office of Management and Budget (OMB) a request for a three-year extension under the Paperwork Reduction Act of the OGE Form 201 Request to Inspect or Receive Copies of Executive Branch Personnel Public Financial Disclosure Reports or Other Covered Records. OMB approved the request in April, 2020. The submission included one information collection instrument, a pdf form. Shortly after the information collection request was approved in April, it came to OGE's attention that the submission should have included a second information collection instrument, for the online version of the form accessible from OGE's website at [www.oge.gov](http://www.oge.gov). Accordingly, OGE is requesting a nonmaterial/nonsubstantive change to add the second information collection instrument to the information collection.

The two versions of the form are identical in all substantive respects, although the format does vary slightly. The estimated average amount of time to complete each version of the form is the same, at ten minutes. The estimated annual public burden of 1,300 hours, which was detailed in the February, 2020 submission, includes the use of the online application as well as the pdf version. About 30% of the estimated annual public burden originates from the use of the online application compared to the pdf version. The burden estimates on each information collection instrument have been adjusted accordingly.