

# Memorandum




## Metropolitan Transportation Authority

State of New York

**Date:** April 23, 2020

**To:** All MTA Financial Disclosure Statement Filers

**From:** Lamond W. Kearse, Chief Compliance Officer 

**Re:** Financial Disclosure Statement – 2020 Covering Calendar Year 2019

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The New York State Joint Commission on Public Ethics (“JCOPE”) has emailed notices regarding the New York State Annual Financial Disclosure Statement for 2020, covering calendar year 2019, to applicable employees. Please note that due to the COVID-19 pandemic, JCOPE has granted a three-month extension to all filers. All employees who have been designated FDS filers have an obligation to file a Financial Disclosure Statement with JCOPE. **Disregard any emails you receive with a filing deadline of May 15, 2018.**

This statement, whether completed on-line or hard copy, should be filled out carefully and thoughtfully and filed with JCOPE **no later than Monday, August 17, 2020** pursuant to JCOPE’s instructions.

I urge all employees to review our MTA All Agency Code of Ethics. A copy of the code can be found on MTA’s Intranet, Internet or obtained from MTA Corporate Compliance. As you complete your financial disclosure form, you should be aware of any or actual potential conflicts of interest that you may need to report.

There is no exemption from filing for anyone who is away from work for any part of the calendar year or is working a reduced work schedule.

New employees that are required to file, who commence service after the MTA submits its written list of financial filers, are required to file within 30 days of commencing employment.

Should you find yourself in a situation that raises any question as to your obligations concerning conflicts of interest or whether you are required to file a financial disclosure statement with JCOPE, I encourage you to contact the Ethics Helpline at 888 U-ASK-MTA (888-827-5682) for guidance.