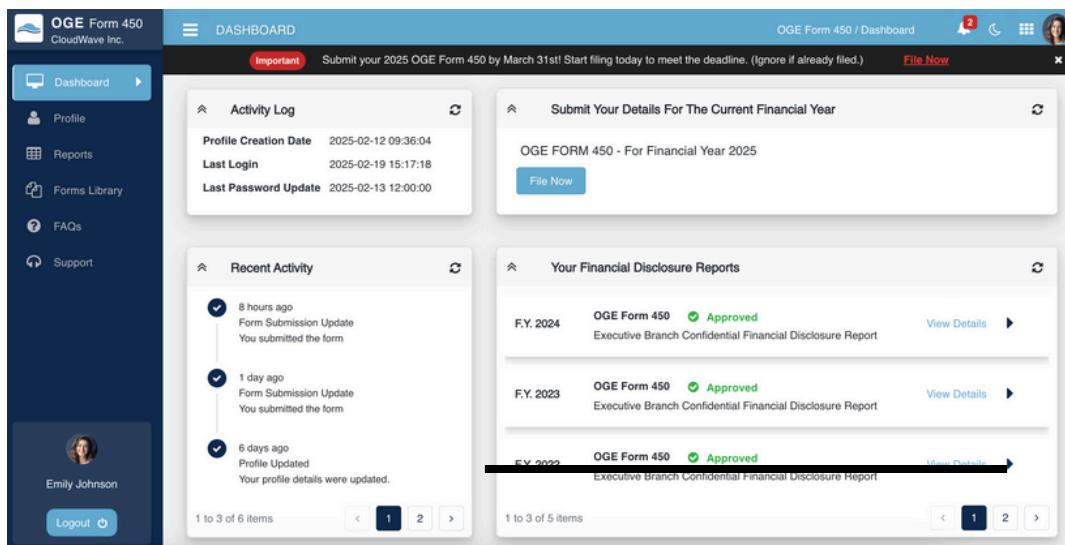


Digitizing OGE Form 450 Submission

OGE Form 450 is a confidential financial disclosure form that federal employees in certain positions must file. The form is used to help prevent conflicts of interest between an employee's official duties and their personal finances. Typically, the process involves hand-written form fill and manual data entry for agency records.

Digitizing OGE Form 450 submission drives efficiency and improves record-keeping. CloudWave's Form 450 Submission Portal built on the lowcode/nocode OutSystems platform makes it simple and straightforward to submit, review, and refer back to all employee copies of the form with just a few keystrokes.



The screenshot shows the OGE Form 450 Dashboard. On the left, a sidebar includes links for Dashboard, Profile, Reports, Forms Library, FAQs, and Support. The main area has a header 'Important' with a deadline: 'Submit your 2025 OGE Form 450 by March 31st! Start filing today to meet the deadline. (Ignore if already filed.)' and a 'File Now' button. Below this are sections for 'Activity Log' (Profile Creation Date: 2025-02-12 09:36:04, Last Login: 2025-02-19 15:17:18, Last Password Update: 2025-02-13 12:00:00), 'Recent Activity' (listing three recent submissions), and 'Your Financial Disclosure Reports' (listing three reports from F.Y. 2024, F.Y. 2023, and F.Y. 2022, all marked as 'Approved').



Filers Log In to Access Records

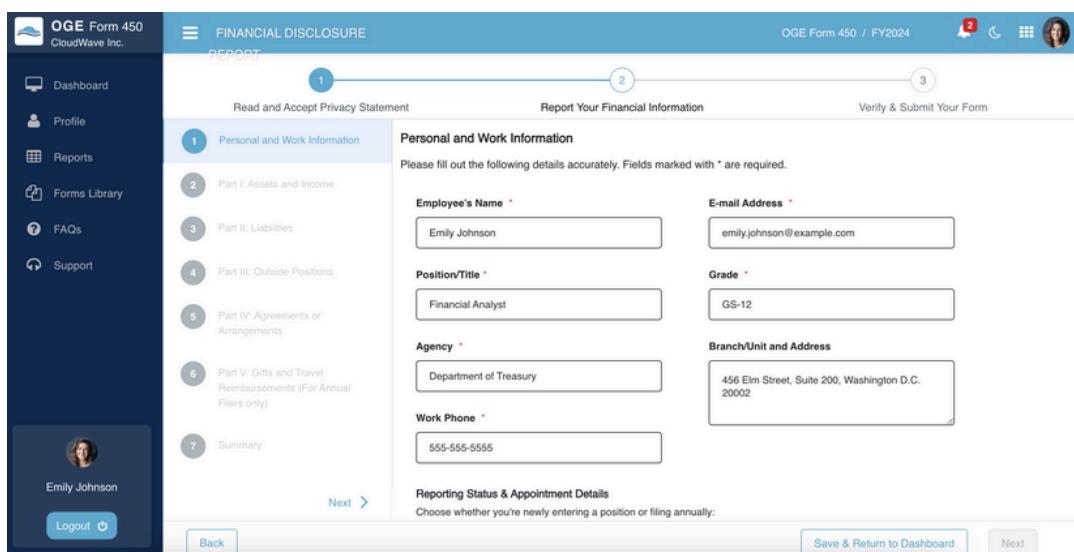
Using their unique employee login, filers can use the portal to access their past records, submit the annual form digitally, and await updates on their approval status via notifications on the main dashboard.



Filers Submit Form 450 Digitally

Filers submit a digital copy of Form 450 directly in the portal.

They can only proceed through each section of the form when all of the required info has been filled in.



The screenshot shows the 'Personal and Work Information' step of the 'FINANCIAL DISCLOSURE REPORT' process. The sidebar includes links for Dashboard, Profile, Reports, Forms Library, FAQs, and Support. The main area shows a three-step process: 1. Read and Accept Privacy Statement, 2. Personal and Work Information (selected), and 3. Report Your Financial Information. The 'Personal and Work Information' step contains fields for Employee's Name (Emily Johnson), E-mail Address (emily.johnson@example.com), Position/Title (Financial Analyst), Grade (GS-12), Agency (Department of Treasury), Branch/Unit and Address (456 Elm Street, Suite 200, Washington D.C. 20002), and Work Phone (555-555-5555). A 'Reporting Status & Appointment Details' section is at the bottom.



It's as easy as...

1



Filer Submits Form 450 in Portal

2



Admin Assigns Form to Reviewer

3



Reviewer Checks and Approves Form Submission

Manage and Track Forms

0 Filing 0 Submitted 0 Reviewing 1 Approved 0 Rejected

FILER	FILER TYPE	FILING PERIOD	FORM STATUS	SUBMITTED ON	APPROVED ON	ASSIGNED TO
EJ	Emily Johnson emily.johnson@example.com	Annual	2025 Filing	NA	NA	David Martinez
SD	Sarah Davis sarah.davis@example.com	New Entrant	2025 Approved	2025-02-18	2025-02-18	David Martinez



Admins Assign Form Submissions to Reviewers

Admins can review incoming forms on their dashboard and assign them to reviewers as needed. Pending forms can be filtered and sorted by reviewer to ensure work is distributed evenly.



Reviewers Approve or Deny Form Submissions

Reviewers can view pending forms assigned to them in their dashboard. They can look through Form 450 submissions at a glance to approve or deny with a request for more information in the comments.

1 Read and Accept Privacy Statement 2 Report Your Financial Information 3 Verify & Submit Your Form

Submit Executive Branch Confidential Financial Disclosure Report

On the basis of information contained in this report, I conclude that the filer is in compliance with applicable laws and regulations, except as noted in the "comments" box below.

General Comments

Add Comments (if any)

Type your comment here

Comments History

Cassandra Moore Comment: 20 Feb 2025

All required details have been provided for review. Please notify if additional information is needed.

Save & Return to My Reviews Submit

