

## Instructions for Filing Financial Disclosure Report

NASA Procedural requirements for filing the Confidential Financial Disclosure Report (OGE 450 Form) and the Public Financial Disclosure Report (SF 278) can be found in [NPR 1900.3B, Chapter 4](#).

NASA has an electronic filing system for the financial disclosure reports. Your name is added to the system by two ways, your position or your Administrative Officer. You can access the filing system at: <https://eptsfiler.nssc.nasa.gov> (the site accessible to the public)

NOTE: Your log in and password are your IdMax User Name and Password.

Technical Assistance: Contact the NSSC HELP DESK at 1-877-677-2123 (NSSC). (includes IdMax user information)

Content Assistance: If you have any questions regarding the content of the reports, please contact the ethics hotline at 867-9223 or e-mail KSC-Ethics-Advisor.