



N.C. ETHICS COMMISSION

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MPO and RPO TAC MEMBERS 2016 SEI AND RED FILING REMINDERS:

- Complete SEIs and Real Estate Disclosure Forms (REDs) must be filed on or before **APRIL 15, 2016**.
- Use **INTERNET EXPLORER** web browser (instead of Firefox, Safari or Google Chrome) to access SEI and RED forms.
- We strongly recommend that you file online at:
http://www.ethicscommission.nc.gov/sei/blankForm.aspx?type=MPO_RPO. Online filing is fast, easy, ensures immediate confirmation of your filing and saves your information for all future filings.
- Follow the simple instructions on our website to get an NCID user id and password, prior to your initial online filing. **At the New User Registration page, you must choose "Individual Account" as your user type.**
- **ONLINE FILING:** The **SEI and the RED are connected**; therefore when you file your SEI online you are simultaneously filing your RED. **PLEASE NOTE: There is no need to manually file a separate RED when you file online.** Multiple filings create duplicate records and confusion, and all filings are available for public review.
- **MANUAL FILING:** The SEI and RED are **not** connected. **Therefore, manual filers must print out both the SEI and the RED forms and then complete, sign and file the original SEI and the original RED with the Commission.** Filers should keep a copy of their SEI and RED for their records.
- If you filed a 2015 SEI **and** you have had **no changes** since your 2015 filing, you should file a 2016 SEI **No Change Form**, located on our website.
- All filers **MUST** complete a 2016 RED, even those who file a 2016 SEI No Change Form.
- You **MUST** file a 2016 SEI Long Form if either of the following apply to you:
 - a. You filed a 2015 SEI but you have had changes since your 2015 filing; or
 - b. You are a first time filer or have been appointed to a new or additional position/board.
- **New members must file a 2016 SEI and RED and receive an evaluation letter from our office prior to participating or voting.**
- If you need to supplement your SEI or RED due to an omission, **call the Commission.**

RELATED PENALTIES AND SANCTIONS

- A \$250 fine **will be levied** for the late, incomplete or non-filing of an SEI.
- A \$250 penalty **will be levied** for the late, incomplete or non-filing of an RED.
- It is a Class 1 misdemeanor for failing to file a complete SEI within 60 days of the notice of failure and the failure **will be reported** to the Director of the State Bureau of Investigation (SBI) for investigation and possible prosecution.
- It is a Class 1 misdemeanor for failing to file a complete RED within 60 days of the notice of failure and the failure **will be reported** to the Director of the SBI for investigation and possible prosecution.