



Fact Sheet: Financial Disclosure

The UN Financial Disclosure Programme (FDP) is designed to identify, resolve and mitigate conflict-of-interest risks arising from staff members' personal financial assets, liabilities, investments, and outside activities. The adoption of public and corporate governance best practices of transparency and disclosure contributes to public confidence. Financial disclosure is a well-established practice in financial institutions, governments, and other public and private sector organisations.

From the Staff Regulations

"A conflict of interest occurs when, by act or omission, a staff member's personal interests interfere with the performance of his or her official duties and responsibilities or with the integrity, independence and impartiality required by the staff member's status as an international civil servant. When an actual or possible conflict of interest does arise, the conflict shall be disclosed by staff members to their head of office, mitigated by the Organization and resolved in favour of the interests of the Organization."

We as UN staff members must avoid situations where we benefit personally or allow others to benefit from the decisions we make on behalf of the Organisation. This is especially important in matters related to financial interests. As staff members, regardless of whether we participate or not in the FDP, we must refrain from managing or holding financial interests in any business, if either the individual or the business has the opportunity to benefit from such an association. We should seek guidance from the Ethics Office if we believe we have a possible financial conflict of interest.

Under the FDP, participants -- selected based on their roles and responsibilities -- are required to complete a confidential online annual disclosure of assets, liabilities, outside activities, and affiliations for themselves, their spouses and dependent children.

The following staff members must file an annual financial disclosure statement. **Your head of office identifies which staff members must file, following [ST/SGB/2006/6](#):**

Participants and Filing Information

- level D-1 or higher;
- procurement officers, or whose principal occupational duties are the procurement of goods and services for the United Nations;
- whose principal occupational duties relate to the investment of the assets of the UN, the UN Joint Staff Pension Fund or of any accounts for which the United Nations has fiduciary or custodial responsibility;
- with direct access to confidential procurement or investment information that warrants the filing of a financial disclosure statement; and
- in the Ethics Office.

Participants use their user Unite ID and password to access the secure online electronic filing system. Information can only be submitted online via this filing system. The information provided by staff is encrypted to preserve confidentiality. Returning participants can review and update a draft statement based on the previous year's data, provided that the previous year's submission was reviewed and closed.

Once statements are received, external reviewers confidentially analyse information to identify any conflicts of interest risks related to financial holdings and outside activities of staff members, their spouses and dependents. Participants may be required to respond to questions related to the statements. If a conflict of interest is identified, the external review team proposes measures to resolve the situation. Mitigation measures may include divestiture, placing assets in a blind or diversified qualified trust, or recusal from matters affecting the concern, among others.



Voluntary Public Disclosure

Both the Secretary-General and Deputy Secretary-General have posted their reviewed Financial Disclosure Programme financial disclosure statements publicly since 2007. While public disclosure is not a requirement of the FDP, the Secretary-General has encouraged UN senior officials at the grades of Under Secretary-General and Assistant Secretary-General to voluntarily publish their confidential financial disclosure statements as well.

The Secretary-General considers public disclosure to be an important voluntary initiative, as it assures the public and Member States that UN staff members — in the discharge of their official duties — will not be influenced by any consideration associated with their private interests.

Links to the statements of those senior UN officials who have elected to participate in the Voluntary Public Disclosure initiative are available on the Secretary-General's website under the "[Ethical Standards](#)" section.

Enquiries to the Ethics Office are confidential. When you are unsure about the right course of action, step up and ask for advice. The Ethics Office will listen to your concerns and guide you. We provide confidential guidance on ethical issues. We're here to help – contact us to schedule an appointment.

Ethics Helpline: +1 (917) 367-9858

E-mail: unfdp.ethics@un.org

Address: United Nations Ethics Office, 323 E. 44th St., DC2-0612, New York, NY 10017, USA

References

- [ST/SGB/2018/1](#), *Staff Regulation 1.2 (m), (n)*
- [ST/SGB/2006/6](#), *Financial Disclosure and Declaration of Interest Statements*

