



Integrity declaration system



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MY DECLARATION PORTAL

Say goodbye to paper based declaration forms.

Department staff can now go to SAP Employee Self Service - My Declaration and select the appropriate declaration option:

- i. Conflicts of interest
- ii. Gifts, benefits, or hospitality
- iii. Private and secondary employment
- iv. Private interests

Users can track workflow approvals and use a personal dashboard to manage their declarations.

[Go to my SAP integrity declaration portal!](#)

CUT RED TAPE AND SAVE TIME

We designed the system to be:

Fast - a one-stop location to make and manage your declarations with information at your fingertips.

Easy - a clean and plain language interface removes ambiguity and makes it easy for users to complete a declaration.

Accurate - system workflows and rules guide users into making accurate and full submissions.

By eliminating obsolete and burdensome processes, our back of the envelope calculations are that users can slash two-thirds off the time to make a declaration!

✓ **Go mobile! - declare via the DOE app**