

February 16, 2022

The 2021 Statement of Economic Interest Filing period is upon us. As a matter of public trust, The Alabama Ethics Commission requires certain individuals to file the Statement of Economic Interest Form to disclose any potential conflicts of interest.

As required by law, The UAB Office of Human Resources provides the Alabama Ethics Commission with a list of employees who meet one or more of the Alabama Ethics Commission's established filing criteria during the 2021 calendar year.

- Employees whose UAB annual base pay salary totaled \$81,000 or more for the 2021 calendar year.
- Employees who were in a UAB position with purchasing or procurement authority to make purchases on UAB's behalf.
- Employees who were in a supervisory role at UAB. (UAB has chosen to identify these individuals in the HR Adminsystem as those who served in a job role with a leadership category of functional manager, functional director or organizational leader during the 2021 calendar year.)
- Employees who were the assistant to executive leadership at UAB.

As an employee of UAB, your position met one or more of the criteria above during the 2021 calendar year which requires you to complete the 2021 Statement of Economic Interest Form.

It is important that you complete the Statement of Economic Interest Form on or before April 30, 2022. Failure to file will result in a fine of up to \$1,000 or a misdemeanor charge for failure to file or both imposed by The Alabama Ethic Commission for non-compliance.

For your convenience, please go to The [Alabama Ethics Commission webpage](#) to complete your Statement of Economic Interest Form. If you experience any technical issues during the filing process, please contact the Alabama Ethics Commission at 334-242-2997 or via email at [sei@ethics.alabama.gov](mailto:sei@ethics.alabama.gov).

If you have any questions about the 2021 Statement of Economic Interest Form or the filing requirements, visit the UAB HR website at [uab.edu/ethicsrequirement](http://uab.edu/ethicsrequirement), contact your Human Resources Consultant or email [HRADMIN@uab.edu](mailto:HRADMIN@uab.edu). Thank you for your cooperation!

Sincerely,



Janet L. May | UAB Chief Human Resources Officer  
UAB | The University of Alabama at Birmingham

## HUMAN RESOURCES