



JLEC Compliance Reports for Employers

In the State of Ohio, lobbyists (us) and employers (you) must report details about lobbying activity and any expenditures associated with each engagement three times per year. These engagements are separated into “legislative” and “executive” engagements. You must file separate reports for each type of engagement. Activity and expenditures must be reported to the Joint Legislative Ethics Committee (JLEC) in the Office of the Legislative Inspector General (OLIG). This information is submitted by filing an Activity & Expenditure Report online (AER) through the Ohio Lobbying Activity Center (OLAC).

Each calendar year consists of three reporting periods: January-April, May-August, and September-December. Lobbyists and Employers are required to file your JLEC reports each period even if there is no legislative/executive activity or expenditures to report. The AER filing deadlines are January 31, June 1, and September 30.

Upon registration as a client of the Success Group, your designated company contact will receive an email notice from JLEC including your employer login information to OLAC. Your login information will include a pin number and password. This is an Employer responsibility that is not transferable to The Success Group. **If you do not have your login information, please contact OLIG at 614-728-5100.**

Employers of Executive Agency Lobbyists must disclose all Executive Lobbying Activity that any of its Lobbyists conducted on its behalf during the reporting period. In your OLAC account, you will have the option to select “add new agency decisions” or “no agency decisions.” If you report a specific agency, you will be required to provide a “decision description,” which is a specific detailing of the subject matter of the decision. You must also report any executive expenditures. If there are no expenditures to report, you will select, “no expenditures.” If there are expenditures to report, they must be reported as: A. Gifts, B. Itemized Meals and Beverages, or C. Non-Itemized Meals and Beverages.

Employers of Legislative Agents must disclose all Legislative Lobbying Activity that any of its Agents conducted on its behalf during a reporting period. In your OLAC account, you will have the option to select “add new bill/resolution” or “no bills/resolutions.” You must also report any legislative expenditures. If there are no expenditures to report, you will select, “no expenditures.” If there are expenditures to report, they must be reported as: A. Gifts, B. Itemized Meals and Beverages, C. Dinner, Party or Other Similar Functions to which all Members of the General Assembly were invited, or D. Non-Itemized Meals and Beverage.

If you have questions regarding what to report, please contact us.

A more in-depth explanation of the filing process can be found in the [Ohio Lobbying Handbook](#).