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THE ADVISOR

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MARK YOUR CALENDAR ETHICS TRAINING



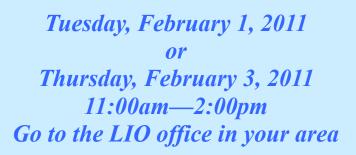
"make-up" class

Ethics training is mandatory this year.

AS 24.60.150(a)(4) and AS 24.60.155.

The Ethics office is offering "make-up" training for those who were unable to attend the training sessions in Juneau.

If you still need ethics training, you have the option of attending <u>one</u> of the two classes below:



If you are teleconferencing in from Juneau, please meet in the <u>Terry Miller</u> <u>Building, Room 104.</u>

LIO staff will have sign in sheets to confirm attendance.

If you have any questions regarding training, please call Linda Leigh at 269-8179 or email her at linda_leigh@legis.state.ak.us.



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AMERICA DISCLOSURES

IMPORTANT! The following "annual" disclosures are due by...

Thursday, February 17, 2011.

If any new association begins <u>after</u> February 17th, a disclosure is due within 30 days of the date of the association.

Members on a Board of Directors

AS 24.60.030(f)

Q: Are you an elected or appointed officer or board member of an organization?

A: If yes, you must file a disclosure in 2011, even if you filed a disclosure in 2010.

State Benefit and Loan Programs

AS 24.60.050(c)(d)

Q: Did you file a disclosure in 2010?

A: If yes, and you are still a participant in the program, you must file a disclosure in 2011.

Q: Have you recently participated in a benefit or loan program administered through the State?

A: If yes, call the Ethics office to determine if you need to disclose. You may or may not as it depends on award criteria.

Representation Before a State Agency

AS 24.60.100

Q: Are you on contract/agreement to represent a client before a state agency, board or commission?

A: If yes, you must file a disclosure in 2011, even if you filed a disclosure in 2010.

Interests in State Contracts and Leases

(including certain family members)

AS 24.60.040

Q: Did you have a state contract or lease that required disclosure in 2010?

A: If yes, and you still have the state contract or lease, you must file a disclosure in 2011.

Q: Have you or any immediate family members signed a contract or lease with the state with an annual value of \$5,000 or more?

A: If yes, call the Ethics office to determine if you must disclose participation.

Close Economic Associations

AS 24.60.070

Q: Do you have a financial relationship with a person covered by the Legislative Ethics Code? (i.e. legislators, legislative employees if one supervises the other, public officials who must file a Financial Disclosure with APOC, and registered lobbyists.)

A: If yes, you must file a disclosure in 2011, even if you filed a disclosure in 2010. Examples: share housing expenses in Juneau, or business partners, or a paid consultant on a legislator's campaign. The dollar amount of the financial relationship, does NOT need to be disclosed; only the fact that a close economic association exists.

FILING Disclosures Electronically

Plus, it's *easier* because you don't have to write in your phone number or address, etc.; it generates automatically for you when you log on. Not only are there drop down boxes to choose from, you can submit the form directly to the Ethics office while receiving a copy for yourself. Just go to the Ethics website and click on disclosures.