



THE HIGH ROAD

"Preserving public confidence in public servants."

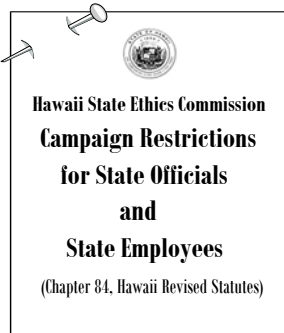
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Hawaii State Ethics Commission

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WHAT EVERY STATE EMPLOYEE SHOULD KNOW ABOUT CAMPAIGN ACTIVITIES AND THE STATE ETHICS CODE

As political candidates and their supporters gear up for the 2004 elections, the Hawaii State Ethics Commission is reminding all state officials and employees about the campaign restrictions of the State Ethics Code.



The Commission has published a flyer entitled, "**Campaign Restrictions for State Officials and State Employees.**" All state officials and employees should be familiar with the campaign restrictions that are discussed in the flyer.



- **A state employee who is a volunteer campaign worker uses a state computer and state e-mail to send out notices to other employees about a campaign event that the employee is organizing.**

The State Ethics Code prohibits the use of state equipment and other state resources by state officials or state employees for campaign purposes. This prohibition applies to the use of state telephones, fax machines, computers, copiers, and state electronic mail.

- **A group of state employees uses the office conference room to store campaign signs and supplies for sign-waving for a candidate after work.**

CONFERENCE ROOM
OCCUPIED

The State Ethics Code prohibits the use of state facilities, including offices and conference rooms, by state officials or state employees for campaign purposes.

- **A state supervisor directs several subordinate employees to help set up for a campaign fund raiser during state work time.**

The State Ethics Code prohibits the use of state personnel during state time for the purpose of performing campaign activities.

The State Ethics Code prohibits the use of state resources for political campaign activities. Prohibited activities include the use of state time, equipment, or state offices for campaign purposes. The following are examples of prohibited campaign activities by state officials and employees:

- **An elected state official who is running for re-election sends complimentary fund raiser tickets to employees in a state office.**



The State Ethics Code prohibits the sale or distribution of campaign fund raiser tickets by state officials or state employees in state offices. This prohibition applies to both the sale of fund raiser tickets in state offices, as well as the distribution of complimentary fund raiser tickets in state offices.

Copies of the flyer, "**Campaign Restrictions for State Officials and State Employees**" will be sent to all state departments in June. The flyer can also be found on the Commission's web site at www.hawaii.gov/ethics. Persons with questions about the campaign restrictions are encouraged to contact the Commission's office at 587-0460.

THE REPORTING OF FINANCIAL INTERESTS BY STATE BOARD MEMBERS



Every year, over 700 state board members are asked to report their financial interests on disclosure forms that are filed with the Hawaii State Ethics Commission. Why must these board members, who are often not paid for their state service, disclose information about their personal financial interests to the Commission?

Members of state boards hold important positions in state government. Some board members have the authority to regulate professional services that are rendered to all consumers in the State of Hawaii. Others have the power to decide what businesses will be allowed to do in this State, what industries will be supported, and what technology will be nurtured. Still others bear the responsibility of preserving the State's natural resources, historic sites, or native culture. Many board members control the expenditure of state funds, the award of state contracts, and the direction of state personnel. Many board members have the power to decide legal rights and to enforce the State's laws.

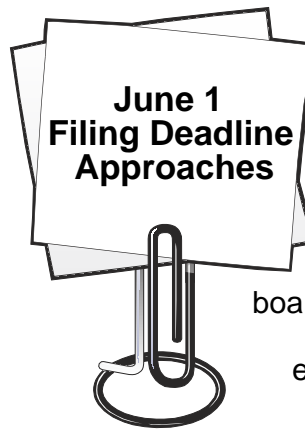
Due to the importance of their positions in state government, state board members are subject to Chapter 84, Hawaii Revised Statutes, known as the State Ethics Code. Section 84-17 of the State Ethics Code requires most state board members to file annual financial disclosure statements with the State Ethics Commission. The disclosure statements of most state board members are confidential by law and are not available for public review.

The requirement of disclosure of financial interests is rooted in the Hawaii State Constitution. Article XIV of the Constitution mandates the establishment of a state ethics code and requires that the ethics code include provisions on financial disclosure.

The filing of a financial disclosure statement is required by law. The purpose of this requirement is to assist the Commission in detecting potential conflicts of interests, and to preserve confidence in state government.

Board members who are asked to submit financial disclosure statements and need assistance in

completing their disclosure forms should not hesitate to contact the Commission. Our staff will be happy to answer questions and help make the filing of disclosure forms as painless as possible!



June 1, 2004 is the filing deadline for the following:

1. **Annual financial disclosure statements** due for state legislators, department heads, deputies, board and commission members, and other state officials and employees as required by law.
2. **Lobbying expenditures statements** covering the period from March 1 through April 30, 2004, due for lobbyists, persons who spent \$750 or more lobbying, and persons who employ lobbyists.

NEXT ISSUE OF THE HIGH ROAD

The Legislature has passed a bill to require mandatory ethics training for high ranking state officials. Learn whether this bill will become law and what it means for state government leaders in the next issue of *The High Road*.



The High Road is a publication of the Hawaii State Ethics Commission.

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