



“The people of Hawaii believe that public officers and employees must exhibit the highest standards of ethical conduct and that these standards come from the personal integrity of each individual in government.”

— Hawaii State
Constitution
Article XIV

Hawaii State Ethics Commission

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The High Road

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I Spy a Conflict of Interest



Do you know how to recognize a conflict of interest? There are three conflicts of interests rules that apply to you:

First, you cannot take any action as a state employee affecting a business in which you (or your spouse/dependent child) have a financial interest. A “financial interest” includes being employed by a business, owning a business, or serving as an officer or director of a business, and a “business” includes for-profit businesses and non-profit organizations. In other words, you cannot be on both sides of a deal – you cannot take action in your state capacity that affects your (or your spouse’s) private business, private employer, or non-profit organization.

Second, you cannot create new conflicts. For example, if – in your state job – you have dealings with a private business, you cannot take a job with that private business.

Third, you cannot assist your private employer in matters before your own agency.

Some situations are more likely to involve conflicts of interests with your state position. If you find yourself in any of these situations, contact the State Ethics Commission’s office for advice:

1. You have a part-time job with a business, or are thinking about applying for a part-time job with a business, and you may be in a position to take action as a state employee affecting that business. For more information on second jobs, see our “Quick Guide” on Second Jobs, available at <http://bit.ly/HawaiiEthicsQuickGuides>.
2. Your spouse has a job with a business and you may be in a position to take action as a state employee affecting that business.
3. You or your spouse own a business (this includes owning shares of stock in a business) and you may be in a position to take action as a state employee affecting that business.
4. You or your spouse serve on the board of directors (with or without pay) for an organization and you may be in a position to take action as a state employee affecting that organization.
5. You would like to start your own private business to assist clients in applying for permits, grants, or contracts from your state agency.
6. You would like to sell products or services to your state agency or apply on behalf of your own business for permits, grants, or contracts from your state agency.

Keep in mind that these are just some of the situations where a conflict of interest may occur. If you have questions about these or any other situations, contact the State Ethics Commission’s office for quick, confidential ethics advice at (808) 587-0460 or ethics@hawaiiethics.org.

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2019 Ethics Training Schedule

Ethics training classes will begin in March for state employees on Oahu and the neighbor islands. The classes will provide an overview of the state ethics laws that apply to all state employees. The 90-minute classes are open to all state employees and there is no fee to attend. Training dates and locations for upcoming classes on Oahu and the neighbor islands are listed below:

March 8, 2019	Kauai, Fifth Circuit Court Building, Lihue
March 18, 2019	Hawaii Island, University of Hawaii Hilo
March 19, 2019	Oahu, Mission Memorial Auditorium
April 8, 2019	Hawaii Island, Natural Energy Laboratory of Hawaii Authority, Kailua-Kona
May 3, 2019	Maui, University of Hawaii Maui College (with video conference to Hana, Molokai, and Lanai)
May 17, 2019	Oahu, Leeward Community College
October 22, 2019	Oahu, Mission Memorial Auditorium

Check the Commission's website at http://ethics.hawaii.gov/ethicstraining_schedule/ for more information about the times and locations of classes, and to see when online registration for each class will begin.

Filing Deadline Reminders

April 1, 2019:

- Lobbying Expenditures and Contributions Reports for January 1 – February 28, 2019

May 31, 2019:

- Financial Disclosure Statements for State Officials
- Lobbying Expenditures and Contributions Reports for March 1 – April 30, 2019



New Lobbying Electronic Filing System!

Our new Lobbying Electronic Filing System is now available! This E-Filing System allows you to file your lobbyist registrations and expenditure reports. You must create an account to do so. Go to <https://hawaiiethics.force.com/lobbying/s/>.

Call us with questions — or, better yet, make an appointment to meet with our staff, who can help you create your account!