

# RESOLUTION OF THE CITY COUNCIL

No. 732

Approved December 13, 1999

WHEREAS, The City should put in place a commission to do a study on the possibility of incorporating an Ethics and Public Integrity Division within the City, and

WHEREAS, This Ethics and Public Integrity Division may review the cities operations through inspectors and other investigative measures whereby the city should refer for the prosecution of City employees, and contractors allegedly engaged in corrupt or fraudulent activities, or unethical conduct, and there should be a training and education unit that prevents conflicts of interest from arising by teaching City employees and officials the code of ethics and the penalties for violating it, and

WHEREAS, This proposed commission would provide proposal(s) that will specifically state the element(s) of an Ethics and Public Integrity Division of the City of Providence which would include but not limit to:

1. A training and education program
2. Legal advice program
3. Enforcement Program
4. A Financial Disclosure Division.

WHEREAS, This information shall be provided within 90 days.

NOW, THEREFORE, BE IT RESOLVED, That the President of the City Council is hereby requested to appoint a commission of thirteen (13) members to study the feasibility of the Establishment of an Ethics and Public Integrity Division for the City of Providence, those thirteen members will include:

- Three (3) Councilmanic Appointments
- Two (2) Mayoral Appointments
- One (1) Public Safety Commissioner or his/her designee
- One (1) Rhode Island Attorney General or his/her designee
- One (1) Executive Director of the Ethics Commission or his/her designee
- One (1) President of the Chamber of Commerce or his/her designee
- One (1) member selected by the Council of Churches
- One (1) member of a neighborhood organization
- One (1) member of organized labor
- One (1) U.S. Attorney or his/her designee

CITY COUNCIL  
DEC 2 1999  
READ AND PASSED

PRES.

CLERK

APPROVED

DEC 13 1999

MAYOR

REF  
1999

IN CITY COUNCIL  
AUG 5 1999  
FIRST READING  
REFERRED TO COMMITTEE ON  
FINANCE

CLERK

THE COMMITTEE ON

*Finance*

Recommends *be continued*

*Clare E. Bestford*

*Oct. 14, 1999*

Clerk

THE COMMITTEE ON  
FINANCE

Approves Passage of  
The Within Resolution, *as amended*

*Clare E. Bestford*

*Nov. 18, 1999*

Clerk

APPROVED  
NOV 18 1999

*Council President Lombardi and Councilman ...*



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**DEPARTMENT OF INVESTIGATION**

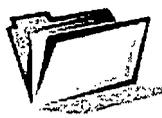
**Edward J. Kuriansky, Commissioner**

*"125 years of fighting fraud and corruption"  
1873-1998*

The Department of Investigation promotes and maintains integrity and efficiency in government operations. Through its Inspectors General and other investigative staff, the Department investigates and refers for prosecution City employees and contractors engaged in corrupt or fraudulent activities or unethical conduct. Investigations may involve any agency, officer, or employee of the City, as well as those who do business with, or receive benefits from, the City. The Department also analyzes and studies various aspects of the operation of City government to identify management practices, operations, and programs that can be improved. The Department provides the Mayor with recommendations for corrective actions to assist City agencies in the design and implementation of strategies to limit opportunities for criminal misconduct and waste.



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# DEPARTMENT OF INVESTIGATION

Edward J. Kuriansky, Commissioner



## A Message From Edward J. Kuriansky, Commissioner of the New York City Department of Investigation

[Bio]

Welcome to the New York City Department of Investigation's home page.

The Department of Investigation (DOI) is one of the oldest law enforcement agencies in the nation, predating the FBI by more than half a century. Through its Inspectors General and other professional staff, DOI investigates and refers for prosecution City employees and contractors who engage in corrupt, fraudulent, or unethical conduct.

Created in 1873 (*see [About DOI](#)*), DOI owes its founding, in part, to the editorial cartoons of the legendary Thomas Nast. His satirical portrayal of the infamous Tammany Hall politician William "Boss" Tweed helped fuel the push for civic reform by arousing public opinion in a society where many still did not read English. A keen observer of the uncommon power of the media, Tweed was said to have remarked, "I don't care what the newspapers say, for my people can 't read; but they can 't help seeing the pictures."

With the arrival of the Internet, billions of people worldwide are not only "seeing the pictures" but experiencing them in ways Tweed could never have imagined. For instance, a Queens property owner sitting at home can now access DOI's home page and report suspected criminal activity by clicking on "[Box 100](#)," DOI's electronic update of the City Hall mailing address to which citizens could (*and still can*) send written complaints. In fact, a recent taxpayer tip to DOI through [NYC LINK Home Page](#), the City's official World Wide Web site [*see [Press Releases](#)*], led to one of New York's first known Internet-generated prosecutions.

In addition, New Yorkers who think they might like to work at DOI can view job listings in the "[Job Opportunities](#)" section, and, within the "[Marshals Handbook](#)" pages, the public can learn more about the New York City Marshals, who carry out evictions and tow scofflaws. By the way, did you know that the Office of City Marshal is one of the oldest agencies in City government, having originated with the Dutch settlers back in 1655?

Beyond fighting corruption, the Department of Investigation has had a long history of training and exchanging information with other government and law enforcement agencies throughout the United States and abroad. In the

early 1950's, for instance, DOI provided training to members of Singapore's new Corrupt Practices Investigation Bureau, and, in the 1970's, Hong Kong's fledgling Independent Commission Against Corruption sent senior staff to New York for specialized training at DOI. Thereafter, as a result of these and many other contacts, DOI instituted an international corruption investigation and prevention training program for law enforcement and government officials from around the world interested in learning the analytical, management, and investigative techniques of the Department. In just the past year, DOI hosted and provided training for government representatives from Australia, Thailand, China, Taiwan, Uganda, Ghana, Serbia, and the Russian Federation.

Although the DOI Web site is still evolving, I am confident that it will be a worldwide "hit" with all global New Yorkers and also give us an invaluable new weapon in the fight against fraud and abuse.

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## Welcome to City Service

As a City employee you are held to a higher standard of conduct than are many private sector employees. The rules governing such conduct are laid out in the conflicts of interest law. Public service is a public trust, and it is the responsibility of the Conflicts of Interest Board to foster that trust.

### What is the conflict of interests law?

The conflicts of interest law is contained in Chapter 68 of the N.Y. City Charter. It concerns the potential conflicts of interest that may arise between a City employee's public duties and private interests. Every City employee and public official is covered by the law, which contains restrictions on activities such as accepting gifts, holding second jobs, and engaging in political or volunteer activities, and even restrictions on what a City employee may do after leaving City service.

### What is the Conflicts of Interest Board?

The New York City Conflicts of Interest Board is an independent body whose five members are appointed by the Mayor with the advice and consent of the City Council. The Board meets at least once each month to consider cases brought before it and to issue opinions. But not every question about the ethics law must go before the Board. Often, a staff member can answer it. A staff of twenty-three, divided into four separate units (plus MIS and Administration), tends to the Board's day-to-day substantive business.

The Four Units are:

#### Training and Education

The Training and Education Unit conducts interactive classes in the conflicts of interest law, free of charge, for any City agency that requests them. It also publishes educational materials available to anyone who requests them. (See [Publications of the Conflicts of Interest Board](#).)

#### Legal Advice Unit

Attorneys in the Legal Advice Unit answer your questions on any aspect of the conflicts of interest law. Answers are given by phone or by mail. All inquiries are confidential, and phone inquiries can be made without giving your name.

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## Enforcement Unit

The Enforcement Unit pursues reports and complaints of ethical misconduct on the part of City officials and employees. Hearings are held at the Office of Administrative Trials and Hearings (OATH), and violators can be fined up to \$10,000 for each violation.

## Financial Disclosure Unit

Investigators in the Financial Disclosure Unit oversee the collection and maintenance of the approximately 12,000 financial disclosure reports filed every year. The reports are mandated by law for, among others, agency heads and their deputies, elected officials and candidates for public office, employees with direct involvement with contracts and procurement, employees who are members of the Management Pay Plan, compensated board and commission members, and any employee earning in excess of \$66,100 per year.

How do I learn more about the law and how it pertains to me?

If you have a specific question about the conflicts of interest law, you may call or write to the Board. A staff attorney will give you general guidance by phone on any issue in strict confidence. You may receive advice anonymously.

If you need guidance in writing, you must provide the Board with specific information **in writing**, including you name, job title and duties, and a description of the outside activity or interest about which you have a question. You will receive an official answer in writing, which you should keep in your files for future reference.

For training in the conflicts of interest law, ask you agency's training director or interagency officer about arranging classes at your agency, conducted by the Conflicts of Interest Board's Training and Education Unit.

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## Message from the Executive Director Mark Davies



**Conflicts of Interest Board**  
**2 Lafayette Street, Suite 1010**  
**New York, NY 10007**  
**(212)442-1400**  
**Fax: (212)442-1407**

*The main purpose of ethics laws lies not in punishing wrongdoing, but in preventing it, not in catching people, but in teaching them.*

In the spirit of this statement, the Conflicts of Interest Board views as its primary purpose the prevention of unethical conduct by City officers, employees, and elected officials. Whether giving oral or written advice about the City's ethics law, teaching public servants what that law requires of them, administering the City's financial disclosure requirements, or prosecuting and fining public servants for violation of these rules, in all of its actions, the Board focuses its efforts, first and foremost, upon prevention.

The Conflicts of Interest Board thus invites inquiries, both oral and written, about any potential ethics problem. Callers do not even need to give us their name. We also encourage City employees and the public to call or write us whenever they spot a possible violation of the Conflicts of Interest Law. Finally, to avoid conflicts of interest, City agencies should contact the Board about ethics training for their officers and employees.

Ultimately, integrity in City government rests upon all of us, public servant and private citizen alike. Only when each of us plays his or her role in this ethics scheme will the public trust inherent in public service be ensured.

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## Who We Are and What We Do: An Introduction to the Conflicts of Interest Board and Chapter 68 of the City Charter

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If you work for the City of New York, you have a special public trust. Part of that trust involves following rules of ethical conduct that often set a higher standard than in the private sector.

For example, while a private company may allow its employees to receive expensive Christmas presents from vendors, City workers are prohibited from accepting such gifts.

The rules concerning the ethical conduct of public servants were enacted because the City and its employees have a special obligation to make sure that the public good is well served. In order for the public to have confidence that City workers are performing their jobs with integrity, the City must ensure not only that its employees act fairly and impartially, but also that their actions appear fair and impartial.

Most of the ethical rules of conduct for City employees are found in Chapter 68 of the City Charter. These rules set minimum standards, the violation of which may result in serious penalties. It is important to remember that these rules represent the bottom line, not the highest ethical standards that you should aim for as a City employee. For example, you may not want to accept any gift from a City vendor, however small, because you think accepting it would send that vendor the wrong message. Furthermore, City employees should also be aware that their own agency may set higher standards than the minimum standards contained in Chapter 68. For information about your agency's special regulations, check with your agency's general counsel or personnel officer.

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The Conflicts of Interest Board



The Conflicts of Interest Board is the ethics board for the City of New York and was created by the 1988 Charter revision as the successor to the former Board of Ethics, which had been in operation since 1959. The Conflicts of Interest Board is the independent, non-mayoral City agency charged with interpreting and enforcing the Conflicts of Interest Law, found in Chapter 68 of the New York City Charter, and the City's Financial Disclosure Law, set forth in section 12-110 of the New York City Administrative Code.

The Mayor, with the advice and consent of the City Council, appoints the Board's five members to staggered, six-year terms. Headed by an Executive Director, the staff is divided into six units: Legal Advice, Training and Education, Financial Disclosure, Enforcement, Management Information Systems, and Administration. With limited exceptions, specifically spelled out in Chapter 68, the records of the Board are confidential.

The Board meets once each month to consider cases brought before it and to issue opinions and orders and impose penalties for violation of the Conflicts of Interest Law or Financial Disclosure Law. On a daily basis, staff attorneys provide oral and written legal advice on those laws and prosecute violations. Staff trainers and writers teach City employees about the Conflicts of Interest Law. The Financial Disclosure Unit administers the City's Financial Disclosure Law for the 12,000 City employees who file annual financial disclosure forms with the Board.

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## **What is Chapter 68, the City's "Ethics Law"?**

The conflicts of interest law was enacted to preserve the public trust, to promote public confidence in government, to protect the integrity of government decision-making, and to enhance government efficiency. It established a basic set of rules regarding, among other things:

- Gifts
- Moonlighting/Part-Time Jobs
- Volunteer Activities
- Post-City Employment
- Use of Confidential Information
- Political Activities
- Use of City Position for Personal Gain
- Ownership Interest in Firms Doing Business with the City
- Relationships Between Employees and Supervisors

**Who is Covered By Chapter 68 of the City Charter, the Conflicts of Interests Law**

All paid City officers, employees, and officials, regardless of salary or rank, whether full-time, part-time, or per diem, are covered by the Conflicts of Interest Law. Some of these rules also apply to those who are not paid for City service, but who play an important role in government, such as members of Community Boards.

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### How to Obtain Information on the Conflicts of Interest Law

It is always better to be safe than sorry. If you have questions regarding the Conflicts of Interest Law, call the Conflicts of Interest Board during business hours at (212) 442-1400. You may call anonymously, and all calls are strictly confidential. You may also write or fax the Board at 2 Lafayette Street, Suite 1010, New York, NY 10007; FAX: (212) 442-1407. For information on your agency's rules, contact your agency counsel or personnel officer.

Your agency may request a training session covering the basics of the conflicts of interest rules by calling Laura Denman, Director of Training and Education.

The Board makes available to the public a number of publications addressing various aspects of the Conflicts of Interest Law, including leaflets, outlines, articles, newsletters, videotapes, and a poster. Both general and specific situations are covered in these publications. The Board also makes available copies of Chapter 68, the Board's rules, A Plain Language Guide to the Conflicts of Interest Law, the Financial Disclosure Law, and the Board's Advisory Opinions. Call us to find out if one or more of these publications may be useful to you or your agency, and ask to be placed on the mailing list of The Ethical Times, our newsletter, which reports on ethical issues of concern to City employees.

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### What Can Happen If You Violate Conflicts of Interest Rules

You may face severe penalties if you violate the City's conflicts of interest rules. Under your agency's disciplinary process, you may be suspended for some period or even fired. The Conflicts of Interest Board may fine you up to \$10,000 for each violation of the Conflicts of Interest Law and recommend to your agency that you be suspended or fired. A violation of the Conflicts of Interest Law is also a crime, a misdemeanor that the District Attorney's office may prosecute. Upon conviction, you may be fined and sent to jail and lose your City job. The Conflicts of Interest Board may also void any contract or transaction that violates the Conflicts of Interest Law.



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## How to Report Conflicts of Interest Violations

To report a conflict of interest violation, call the Department of Investigation, 24 hours a day, at (212) 825-5959, or call the Inspector General of your agency, or call or write the Conflicts of Interest Board, 2 Lafayette Street, Suite 1010, NY, NY, 10007, (212) 442-1400. All complaints are confidential.

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## Whistleblower Protection

City employees who file reports of possible ethical violations are protected by the Administrative Code of the City of New York Section 12-113, commonly called the Whistleblower Statute. This law was designed to prevent retaliation in the form of any adverse personnel action by one City employee against another who reports corruption, criminal activity, or a conflict of interest.

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## Getting Advice from the Conflicts of Interest Board

Say you want to work part-time as a consultant for a hi-tech firm, but you are the person responsible for the technology in your City agency. Or maybe you have been offered the opportunity to teach at a university that you suspect does business with the City, and you are not sure if there is a conflict of interest with your City job. Or say you want to interview with a company with which you have had dealings as your agency's representative or that the company's representative wants to give you an expensive gift, in appreciation. You think that there may be conflicts of interest in these situations, and you would like legal advice. Who do you turn to?

There is an easy way to resolve each and every one of these ethical dilemmas. Just call the Conflicts of Interest Board and ask to speak with a lawyer. As a City employee, you are bound by the ethical standards of Chapter 68 of the City Charter, and the Conflicts of Interest Board was established to answer any questions you might have regarding these statutes and standards.

One phone call is often all that it takes to get an opinion. When you call, simply say: "I might have a conflict of interest, could I speak with an attorney?" Immediately and anonymously you will be put in touch with a staff attorney. If your situation is typical, your situation may be resolved there and then, but sometimes you may be required to provide information in writing. You may also request a written opinion for your files, even when one is not

required.

Some situations are not typical and require deliberation by the Board. If your case is not typical, you will be asked to "put it in writing" and you will, in turn, receive a written response. If you are asked to put it in writing, you should tell the Board: who you are; where you work; your City title, your responsibilities, and then describe in detail the situation about which you have a question. Don't forget to include a telephone number (home or office - your choice).

For example, if you have a question regarding Moonlighting, in addition to the above, you should tell us your present duties, the company you are going to be working for, your proposed position, whether you are going to be a paid or a volunteer employee, when you will do this work, and how much you work (hours per week or month). The Board will also need to know whether or not your prospective employer does business with the City. (It is your responsibility to find out.)

There are four kinds of written replies you can receive from the Board in response to your written request for advice. You may receive an: Attorney Staff Letter, Advisory Opinion, Order of the Board, or waiver letter.

An Attorney Staff letter responds to your written request about the legality or propriety of an activity for which there is precedent. An Advisory Opinion expresses the view of the Board toward new questions or novel issues and is intended to provide sound and helpful advice regarding unprecedented situations. An Order or waiver letter of the Board permits activities that otherwise would be prohibited.

In addition to telling you about the legality or illegality of your proposed situation, the Board may offer you "further advice" warning you of related, illegal situations. For example, although you may receive clearance to work for a political organization, as a supervisor you would be advised of the Charter's prohibition against requesting subordinates to participate in any way in any of the organization's political activities, even if the subordinates agreed with its political views.

The City's ethical laws can be complex, but the COIB staff is here to help you get advice or resolve your situation quickly and legally.

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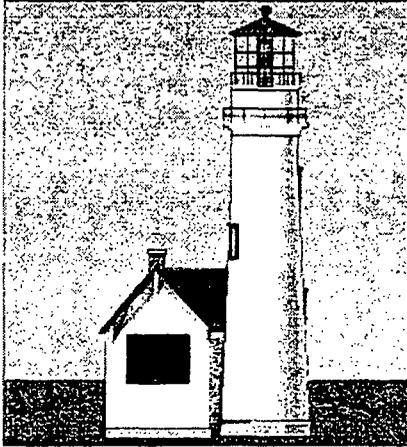
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**NEW YORK CITY CONFLICTS OF INTEREST BOARD**

2 Lafayette Street, Suite 1010, New York, NY 10007  
 (212)442-1400 (212)442-1407 fax



***Ethics  
 Lights the Way  
 to Good  
 Government***

Last updated June 4, 1999

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**Mission Statements for the Conflicts of Interest Board****Mark Davies, Executive Director**

The mission of the Conflicts of Interest Board lies in promoting both the reality and the perception of integrity in City government by preventing unethical conduct before it occurs. To that end, the Board is charged with administering New York City's conflicts of interest law, contained in Chapter 68 of the City Charter, and the City's financial disclosure law, found in Section 12-110 of the Administrative Code. In interpreting and enforcing these laws, the Board is guided by the principles of fairness, clarity, and common sense. The Board is divided into six units: legal advice, training and education, enforcement, financial disclosure, management information systems and administration. The work of each of these units is described below.

**Legal Advice Unit**

By providing City officials and employees with answers to their ethics questions, the Legal Advice Unit seeks to prevent violations of the conflicts of interest law from occurring. To meet this objective, a lawyer of the day is on call during business hours to answer questions by telephone. In addition staff attorneys research and answer, in writing, written questions regarding possible conflicts of interest. Novel or difficult questions as well as requests for waivers or orders are brought to the Board for consideration, resulting in a Board letter, waiver letter, order, or formal advisory opinion. With few exceptions, all communications between a City employee and the members and staff of the Board are confidential.

**Training and Education Unit****Laura Denman, Director**

The Training and Education Unit prevents conflicts of interest from arising by teaching City employees and officials about the code of ethics and the penalties for violating it. The Unit's mission is to train every NYC official and employee not only in the basic rules of Chapter 68, but also in the objectives and spirit behind it. To any agency that requests them, the Training and Education Unit provides interactive classes that include games, quizzes, and role-playing. The Unit publishes a variety of informative videotapes, pamphlets, leaflets, posters, and brochures that are available on request to City employees, officials, and agencies. In addition, the Unit publishes a quarterly newsletter to keep public servants abreast of recent developments in the conflicts of interest

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law.

This year, the Training and Education Unit mounted two initiatives intended to increase the Board's visibility and effectiveness. The COIB web site will facilitate the daily exchange of information among City agencies and the COIB, thus assuring that no question need go unasked and unanswered. The Unit is now in the initial stages of producing a CD ROM interactive training program that will be distributed to every City agency. The CD ROM program will assure the Board that virtually every City employee receives training in the basic principles and rules of the conflicts of interest law.

### Enforcement Unit

Joan R. Salzman, Director

An ethics commission without effective enforcement authority is a toothless tiger that raises expectations it cannot meet. A strong enforcement program is essential to any ethics law; it keeps cynicism down and assures that decision-making is free of conflicts of interest. The work of the Enforcement Unit demonstrates that New York City government is serious about the ethics law. Because enforcement cases educate by example, enforcement is also an important part of the Conflicts of Interest Board's education efforts.

Most City employees want to do the right thing, and the Enforcement Unit acts in the spirit of this perception, aiming at prevention, not punishment. However, for those few who break the law, the Unit is prepared to seek penalties to enforce the highest standards of conduct by our public officials.

### Financial Disclosure Unit

Jerry Rachnowitz, Director

New York City's financial disclosure law, Section 12-110 of the City's Administrative Code, requires that some 12,000 New York City employees and elected officials file annual reports of their financial affairs as well as the financial affairs of their spouses and dependent children. The purpose of the financial disclosure law is to provide accountability on the part of public servants and to help ensure that there are no prohibited conflicts of interest between the official responsibilities and private financial interests of City employees.

The Unit assures compliance with the financial disclosure law. The Unit is responsible for collecting and filing financial disclosure reports, reviewing them for completeness and compliance, and for notifying non-filers and late filers of their non-compliance. These yearly, mandatory financial disclosure reports focus the attention

of City officials on possible conflicts of interest that they or their family members might have.

Because these documents are public, the Unit provides the public, the media, and the government with a source of reliable, yearly information regarding the potential conflicts of interest of public officials.

The Unit also is charged with developing new standards for and means of financial disclosure reporting as well as preparing reports of findings, and making recommendations to the Conflicts of Interest Board's Executive Director and Board members.

## Management Information Systems

Anthony Bonelli, Director

The mission of the Management Information Systems Unit is to apply computer technology to facilitate and support all the Board's activities. As part of its efforts to "do more with less," the Board continues to increase its investment in information technology. Many of the Board's employees are involved in projects centered on computer technology: electronic filing, a CD based clearing house, relational database systems, online services and even this web site. In support of these activities and to further the Board's endeavors in office automation, the Management Information Systems Unit actively researches and considers new vendor products for possible application.

## Administrative Unit

Jo-Ann Frey, Deputy Director

The Administrative Unit is responsible for ensuring that the Board adheres to City rules and regulations in a wide range of fiscal and managerial areas. The Unit is charged with observing budgetary deadlines and constraints; purchasing; personnel administration, including recruiting and hiring; providing information about pensions and benefits; and maintaining a safe and comfortable working environment. The Administrative Unit assures that the Agency operates efficiently and economically.

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## PUBLICATIONS

To order any of these publications call the Conflicts of Interest Board at (212) 442-1400

<p><b>CONFLICTS OF INTEREST:</b> Chapter 68 of the New York City Charter (The Board's "Bluebook") The conflicts of interest law as adopted by the voters in 1989, with amendments.</p>	<p><b>CONFLICTS OF INTEREST:</b> Rules of the Board ("Redbook") The Board's rules regarding conflicts of interest, procedures for hearings, and financial disclosure.</p>
<p><b>FINANCIAL DISCLOSURE:</b> Section 12-110 of the NYC Administrative Code ("Greenbook") The law on filing, failing to file, and privacy concerns regarding Financial Disclosure reports.</p>	<p><b>ADVISORY OPINIONS OF THE CONFLICTS OF INTEREST BOARD (1990-Date)</b> Formal answers from the Board to requests for opinions regarding possible conflicts of interest. (AO-90-...)</p>
<p><b>CONFLICTS OF INTEREST: OUTLINES OF SELECTED TOPICS.</b> A breakdown of the law, citing Charter sections, subsequent rules, and advisory opinions regarding these topics:</p> <ul style="list-style-type: none"> <li>• Community Boards</li> <li>• Enforcement</li> <li>• Gifts and Honoraria</li> <li>• Moonlighting and Part-Time Jobs</li>   <li>• Ownership Interests</li> <li>• Political Activities</li> <li>• Post-Employment Restrictions</li> <li>• Volunteer Activities for Non-Profits.</li> </ul>	<p><b>ANNUAL REPORTS OF THE CONFLICTS OF INTEREST BOARD</b> Year-end summary of activities of all units, budget, staff, and training sessions, summaries of all advisory opinions, figures for financial disclosure and enforcement cases; cumulative index to advisory opinions.</p> <p style="text-align: center;">  <a href="#">1997 Annual Report in PDF format</a> </p>
<p><b>NEW YORK CITY CHARTER CHAPTER 68</b> <i>Conflicts of Interest</i> April 1999</p> <p>  <a href="#">Blue Book in PDF format (71 K)</a> </p>	<p><i>The Ethical Times</i> The Board's Quarterly Newsletter</p>
<p><b>RULES OF THE BOARD</b> Conflicts of Interest April 1999</p> <p>  <a href="#">Red Book in PDF format (71 K)</a> </p>	
<p><b>FINANCIAL DISCLOSURE</b> Section 12-110 of the New York City</p>	

-  [Introduction to the Conflicts of Interest Board](#)
-  [Message from the Executive Director](#)
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**Administrative Code**  
**April 1999**  
 **Green Book in PDF format (71 K)**

**MYTH OF THE MONTH**  
 Reprints of the monthly column in the Chief-Leader dispelling common misunderstandings of the conflicts of interest law, e.g., moonlighting, post-employment, political activities, and others.

**WHAT YOU SHOULD KNOW: THE PLAIN LANGUAGE GUIDE TO NYC ETHICS AND CONFLICTS OF INTEREST RULES** Easy to follow pamphlet on the basics of the conflicts of interest law and the Conflicts of Interest Board, including who is covered, sections of the law, penalties, and procedures.

- CONFLICTS OF INTEREST: FLYERS**
- An Introduction
  - Are You Violating The City's Ethics Law?
  - Community School Boards
  - Ethics Issues in Doing Business with the City
  - Electronic Financial Disclosure (Filing NYC's Financial Disclosure Form electronically)
  - Enforcement
  - Financial Disclosure Law: A Guide
  - Gifts and Honoraria
  - Moonlighting
  - Ownership of Real Property
  - Post Employment Restrictions
  - Practicing Law
  - Publications of the Board
  - Rules on Political Activities
  - Rules on Volunteer Activities
  - Temping

- NY LAW JOURNAL REPRINTS:**
- Enforcement of Ethics and Financial Disclosure Laws
  - Planning Commissioners Avoid Conflicts of Interest

- CITYLAW REPRINTS:**
- Rules For City Employees Seeking A Second Job
  - Thinking of Leaving City Government? Here Are The Rules

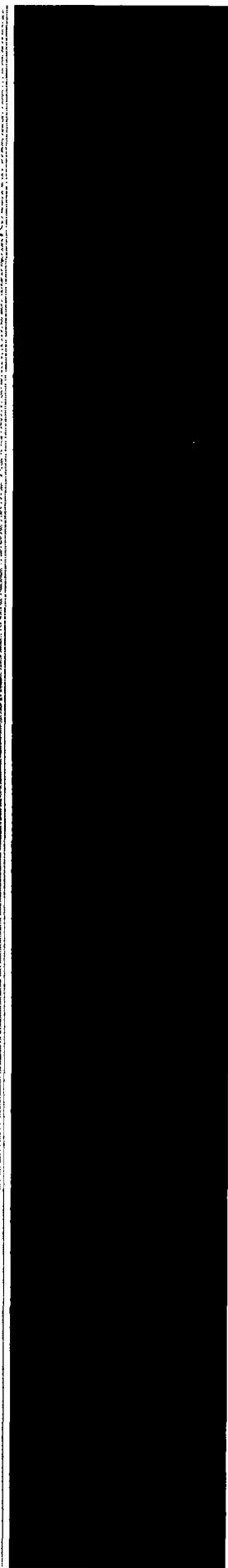
**COGEL GUARDIAN REPRINT:**  
 Conflicts of Interest Board article on early ethics laws, as promulgated by French King Louis IX in 1254.

**POSTERS:**  
**What's A Conflict of Interest?**  
 Bright orange, approx. 14" X 22", with basic information, including the Board's phone number, on a colorful wall hanging.

**VIDEOS:**

**It's A Question of Ethics**  
 Short scenes, based on hypothetical situations, with discussion afterward by the Board's Executive Director, Deputy Director, and Deputy Counsel.

**It's A Question of Ethics: The Game Show**  
 Three City employee panelists compete in a game-show, testing their knowledge of the ethics law. Hosted by Commissioner of Finance Fred Cerullo, with commentary by the



	Board's Director of Enforcement.
<b>Kids' Play</b> 90-second public service announcement featuring teenagers and a baby as City workers and their commissioner.	<b>City Rap</b> 2-minute public service announcement on the Conflicts of Interest law according to Rap.



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