

ETHICS

SOURCE: OHIO REVISED CODE CHAPTERS 102 AND 2921

CONTACT: OFFICE OF LEGAL SERVICES

Ethics Policy:

Employees are expected to maintain the highest of ethical standards. The following situations are only a few examples of possible conflicts that confront public employees and are not intended to represent the entire scope of conflict of interest or ethics issues. Employees are encouraged to contact the Legal Office at 614-644-3037 or the Office of Employee Services at 614-644-2100 with questions.

1. **Misuse of Official Position:** Employees may not use a public position for personal gain as a result of work decisions they make or decisions over which they have an influence. Employees may not use their position to seek or secure anything of value that is of such a character as to manifest a substantial and improper influence upon the employee with respect to that employee's duties.
2. **Revolving Door:** Employees may not represent another person or business before any public agency in any matter in which they have personally participated as an employee. This is effective while they are a public employee and for one year after leaving state employment. Solid and Hazardous Waste Division's employees are subject to a two-year limitation.
3. **Sale of Goods or Services:** Employees may generally not be paid by anyone other than the Ohio EPA for services rendered in any matter pending before a state agency. If an employee wants to sell goods or otherwise do business with a government agency, they must follow the competitive bidding process. In addition, the employee is required to file a statement with the Ohio EPA, the government agency to which they want to sell the goods or services and the Ethics Commission.
4. **Confidential Information:** Employees may not use or release information acquired as a result of their employment if it is confidential by law or officially designated as confidential.
5. **Interest in a Public Contract:** Employees are prohibited from having any interest in a public contract of the agency with which they are connected. They may not use their authority or influence to get approval of a public contract or secure investment of public funds if they, their family or any business associate has an interest in the transaction.

6. Soliciting or Receiving Improper Compensation: Employees may not receive additional compensation or any other thing of value to perform their duties.

05/06