

March 26, 2009

Quarterly Training at OSE

The OSE will host the second of its new, quarterly training sessions on Part I of the Code of Ethics for State Employees at its office on April 15, 2009, from 9:30 a.m. to 11:00 a.m. This is the perfect opportunity for new state employees as well as any employees who might have missed an in-person training event at your agency.

Space is limited to 15 participants and registration is required. The registration deadline for this session is April 9, 2009. To register, send an e-mail to meredith.trimble@ct.gov and include: participant's name, agency, e-mail address and phone number. Registration will be on a first-come-first-served basis. The OSE is located at 18-20 Trinity Street, Suite 205, Hartford, CT.

Statements of Financial Interests (SFIs)

Thank you for your assistance in providing the OSE with your agencies' designated filer lists. While this year's process was a bit onerous, the hard work is over. Soon, you will be able to quickly update your lists online with minimal effort.

All designated filers for Calendar Year 2008 have been notified of their filing requirement via e-mail (or mailed letter, for those without e-mail addresses). Each notification e-mail contained a link and instructions for the recipient to proceed with convenient, online filing. Those notified by mail also have the option to file online if they provide us with an e-mail address. The OSE encourages online filing not only because of the user-friendly nature of the system, but also because filer information will be stored electronically and will pre-populate the fields to make future filings even quicker and more efficient. Paper forms are still available on the OSE's [Web site](#) and in the OSE's Trinity Street office. The SFI filing deadline is May 1, 2009.

On Thursday, April 2 at 9:30 a.m., the OSE will offer training to agency liaisons on the new SFI filing system at the OSE's office. We will introduce you to the new system, and show you how to navigate each section of the SFI filing so that agency personnel can have a nearby point person should questions arise. If you are interested in attending this session, please e-mail meredith.trimble@ct.gov no later than Tuesday, March 31. Location is subject to change based on attendee numbers.

Ethics Compliance

A former UCONN Health Center employee paid a \$6,000 civil penalty for violating a revolving-door provision of the Code of Ethics. The press release and accompanying documents are available on our Web site's [Press Room](#). Don't let this happen at your agency! Keep in mind that the Governor's [Ethics Compliance Plan](#) includes an exit interview, in which a summary of the post-state employment rules should be provided to the departing employee. These provisions are summarized on pages 9 and 10 of the [Public Officials' Guide](#).

Training Request Form Reminder

To streamline the coordination of in-person training sessions, the OSE has developed a [Training Request Form](#). Please utilize this form to request in-person training. All requests submitted via other means will be directed to the form for completion before the request is considered.