



Ethics Liaison Award 2019

Award Description

The Ethics Liaison Award is an annual award given by the New Orleans Ethics Review Board in recognition of ethics compliance within the departments and agencies of New Orleans city government.

Award Eligibility

All liaison's representing city departments, boards, agencies and commissions are eligible to submit information that documents compliance with the checklist.

Selection Process and Timeline

The performance of liaisons will be reviewed by an independent panel composed of ethics experts and other distinguished community members.

Evidence of compliance should be submitted no later than **4pm on Friday, June 28.**

The awards will be presented at the New Orleans Ethics Review Board Awards Luncheon to be held in October 2019.

Liaison Checklist for Award

Mandatory Requirements

- 1. Liaison Designated by the Agency (Department)**
- 2. Designated Liaison completed 2-hour annual training session to maintain liaison status as defined by the State Code of Governmental Ethics. Evidence of registration for the training in 2019 will be accepted.**
- 3. One hundred percent (100%) compliance of employees and governing Board/Commission with annual State ethics training requirement. Documentation supporting exemptions or exceptions must be provided.**

Additional Requirements (1 out of 5)

- 4. Acknowledgements of the Code of Ethics and Orientation Training by new employees**
- 5. Letters to agency vendors outlining common Louisiana Code of Ethics regulations that apply to their services/interactions with the agency**

- 6. Adoption of an internal or departmental Code of Ethics.**
- 7. Development of a survey, or completion of questionnaire that confirms ethics engagement by employees.**
- 8. Evidence of Employee Awareness activities (poster, handout, email, etc.) about the State Ethics Code, the role of the Liaisons, Ethics Help Line number, Whistle blower policies, Ethics web site etc.**