Control No: 342702

Public Service Ethics Education
Online Proof of Participation Certificate

Date of Completion: Feb 07, 2013 **Training Time*:** 2 hr. 18 min.

This course is an overview course on all public service ethics issues necessary to satisfy the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
- Laws relating to claiming perquisites ("perks") of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
- Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members; and
- General ethical principles relating to public service.

The Fair Political Practices Commission and Attorney General have reviewed this course for course sufficiency and accuracy.

By signing below, I certify that I fully reviewed the content of the entire online AB 1234 course approved by the Attorney General and Fair Political Practices Commission and am entitled to claim two hours of public service ethics law and principles credit.

Michelle McNeil

Participant Signature

Michelle McNeil

Participant Name

Highlands Rec Center

Agency Name

*NOTE TO PARTICIPANT: Please provide a copy of this proof of participation to the custodian for such records at your agency. In addition, we recommend you make a copy of this proof of participation for your own records to retain for at least five years. To preserve the integrity of the online certification process; these certificates are only available upon completing the online session. * To satisfy AB 1234 requirements, this certificate must reflect that the public official spent two hours or more reviewing the materials presented in the online course. If the certificate reflects less than two hours, the participant should have on file additional certificates demonstrating that the official has satisfied the entire two hour requirement.*

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Public Service Ethics Education
Self-Study Proof of Participation Certificate

Part II— Governmental Transparency and Fair Processes

Test Date: July 15, 2014

Eligible Credit: 1 Hour (of the 2 hours required)

This self-study course is an overview course on all public service ethics issues necessary to satisfy the second half of the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members; and
- General ethical principles relating to public service.

The Institute for Local Government affirms that this course satisfies the guidelines issued by the Fair Political Practices Commission and Attorney General for course sufficiency and accuracy.

To be completed by participant: Johanna Anton

By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Johanna Anton

Participant Signature

NOTE TO PARTICIPANT: Please provide a copy of this proof of participation to the custodian for such records at your agency. In addition, we recommend you make a copy of this proof of participation for your own records to retain for at least five years. If this document is lost there will be a charge of $20.00 to have another issued.

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Public Service Ethics Education
Self-Study Proof of Participation Certificate

Part I—Financial Interests and Perks

Test Date: July 15, 2014

Eligible Credit: 1 Hour (of the 2 hours required)

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- General ethical principles relating to public service.

The Institute for Local Government affirms that this course satisfies the guidelines issued by the Fair Political Practices Commission and Attorney General for course sufficiency and accuracy.

To be completed by participant: Johanna Anton

By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Johanna Anton

Participant Signature

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Public Service Ethics Education
Self-Study Proof of Participation Certificate

Part I—Financial Interests and Perks

Test Date: August 18, 2014

Eligible Credit: 1 Hour (of the 2 hours required)

This self-study course is an overview course on all public service ethics issues necessary to satisfy the first half of the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

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The Institute for Local Government affirms that this course satisfies the guidelines issued by the Fair Political Practices Commission and Attorney General for course sufficiency and accuracy.

To be completed by participant: **Pamela Merkadeau**

By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Participant Signature

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Public Service Ethics Education
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Part II— Governmental Transparency and Fair Processes

Test Date: August 18, 2014

Eligible Credit: 1 Hour (of the 2 hours required)

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To be completed by participant: **Pamela Merkadeau**

By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Participant Signature

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The Institute for Local Government affirms that this course satisfies the guidelines issued by the Fair Political Practices Commission and Attorney General for course sufficiency and accuracy.

To be completed by participant: **Hubert H. Carroll**

By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Participant Signature

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To be completed by participant: **Hubert H. Carroll**

By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Hubert H. Carroll

Participant Signature

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- General ethical principles relating to public service.

The Institute for Local Government affirms that this course satisfies the guidelines issued by the Fair Political Practices Commission and Attorney General for course sufficiency and accuracy.

To be completed by participant: **Brigitte Shearer**

By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Participant Signature

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- General ethical principles relating to public service.

The Institute for Local Government affirms that this course satisfies the guidelines issued by the Fair Political Practices Commission and Attorney General for course sufficiency and accuracy.

To be completed by participant: **Brigitte Shearer**

By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Participant Signature

NOTE TO PARTICIPANT: Please provide a copy of this proof of participation to the custodian for such records at your agency. In addition, we recommend you make a copy of this proof of participation for your own records to retain for at least five years. ***If this document is lost there will be a charge of $20.00 to have another issued.***

Control No: 340605

Public Service Ethics Education
Online Proof of Participation Certificate

Date of Completion: Nov 01, 2014 **Training Time*:** 2 hr. 3 min.

This course is an overview course on all public service ethics issues necessary to satisfy the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
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- General ethical principles relating to public service.

The Fair Political Practices Commission and Attorney General have reviewed this course for course sufficiency and accuracy.

By signing below, I certify that I fully reviewed the content of the entire online AB 1234 course approved by the Attorney General and Fair Political Practices Commission and am entitled to claim two hours of public service ethics law and principles credit.

Participant Signature

Eric Olbekson
Participant Name

Highlands Recreation District
Agency Name

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