INSTITUTE FOR LOCAL GOVERNMENT
1400 K Street, Suite 301, Sacramento, California 95814 ~ www.ca-ilg.org

Commitment to Nonprofit Causes and Public Service Advanced Self-Study Proof of Participation Certificate

Part I—Ethics Principles, Transparency, Financial Interest and No Perk Laws

Test Date: April 27, 2016

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

This self-study course is an advanced course on 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:

- The distinction between law and ethics.
- Laws relating to transparency, financial interests, and perks, including gifts and travel restrictions.
- Ethics principles related to these laws and ethics in public service in general.

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 for those who have already completed a basic introductory course on ethics laws and principles.

To be completed by participant: **Jean S. Savaree**
By signing below, I certify that I participated in the activity described above and am entitled to claim 1 ethics education credit hour(s).

Jean S. Savaree

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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Part II—Conflict of Interest and Bias

Test Date: April 27, 2016

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

This self-study course is an advanced course on 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:

- The prohibition against public officials from having certain kinds of interests in contracts involving their agency;
- The requirement for public officials to step aside from decisions and the decision-making process if they have a financial interest in the decision; and
- Bias.

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 for those who have already completed a basic introductory course on ethics laws and principles.

To be completed by participant: **Jean S. Savaree**

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

Jean S. Savaree

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.***