



No. 10

EXECUTIVE ORDER

**Updating the State's Ethics Training Requirements**

**WHEREAS**, Executive Order 3 issued January 2nd, 2011 required officers and employees of the Executive Chamber, commissioners of New York State agencies, counsel to New York State agencies and ethics officers of New York State agencies to participate in ethics training;

**WHEREAS**, because the residents of New York State have the right to an ethical, professional, and transparent government, this Administration is committed to upholding the highest levels of ethical standards in its governance;

**WHEREAS**, to ensure public trust in government it is necessary that all State officers and employees develop and maintain an understanding of the ethical standards with which they are expected to comply;

**NOW, THEREFORE, I, KATHY HOCHUL**, Governor of the State of New York, by virtue of the authority vested in me by the Constitution and laws of the State of New York, do hereby revoke Executive Order 3, issued January 2<sup>nd</sup>, 2011, and order as follows:

**A. Definitions**

1. "State Agency" shall have the same meaning as that term in Section 74 of Public Officers Law.
2. "State officers and employees" shall have the meaning given to "officer or employee of a state agency" in Section 74 of the Public Officers Law.

**B. Ethics Training**

1. All officers and employees of a state agency who are new to state service shall participate in a live ethics training within sixty days of commencing their employment.
2. Such training shall include a discussion of the provisions of Sections 73, 73-A, and 74 of the Public Officers Law and Sections 75-b and 107 of the Civil Service Law.
3. Every officer and employee of a state agency shall participate in a live ethics training every three years following their initial training session pursuant to this order, however, officers and employees of a state agency who work in the Executive Chamber shall participate in a live ethics training every two years following their initial training session pursuant to this order.
4. Each officer and employee of a state agency shall submit a signed statement from them or their trainer certifying their participation in each live training session pursuant to this order, which statements shall be placed in their personnel files.

5. The Executive Chamber and Ethics Officers at each state agency shall coordinate with each other and the Joint Commission on Public Ethics, to establish regular training sessions sufficient to allow affected individuals to comply with this order.

C. Penalties

Any violation of this order may result in dismissal or other appropriate sanction as determined by the appointing officer of the individual committing such violation.



GIVEN under my hand and the Privy Seal of the State  
in the City of Albany this twenty-seventh day  
of October in the year two thousand twenty-  
one.

*Ruth Hochul*

BY THE GOVERNOR

*[Signature]*  
Secretary to the Governor