§1317. Disclosures Filed Pursuant to R.S. 42:1111C(5)

A. Disclosures filed pursuant to R.S. 42:1111C(5) shall:

1. be in writing and on a form provided by the board or a form which is substantially similar to the form provided by the board;

2. contain the following:

a. name and mailing address of public servant and their spouse;

b. position held by the public servant and the name of the public servant's agency;

c. name and mailing address of public servant's spouse's employer;

d. date of public servant's spouse's employment;

e. date public servant began public service;

f. brief description of the nature of the contractual, business, or financial relationship between the public servant's spouse's employer and with the public servant's agency;

g. start date of relationship between public servant's spouse's employer and public servant's agency; and,

h. certification that

1) the public servant's spouse is a salaried or wage earning employee;

2) the public servant's spouse's compensation is substantially unaffected by a contractual or other business or financial relationship with the public servant's agency;

3) neither the public servant nor the public servant's spouse are an owner, officer, director, trustee, or partner in the legal entity that has or is seeking to have the relationship with the public servant's agency;

4) the public servant will recuse or disqualify themselves from participating in the transaction in accordance with La. R.S. 42:1112; and,

5) the public servant's spouse will comply with the disclosure requirements in La. R.S. 42:1114.

i. signature by the public servant and the public servant's spouse certifying that the information contained in the form is true and correct to the best of their knowledge, information and belief.

j. date of signature

Act 199 – change to rules

§1309. Disclosure Forms Filed Pursuant to R.S. 42:1119(B)(2) of the Code

A. Disclosure forms filed pursuant to R.S. 42:1119(B)(2)(a) of the code shall:

1. be on a form approved by the board or a form which is substantially the same as the form approved by the board;

2. be filed no later than 30 days after the beginning of the school year;

3. be signed by the school board member or superintendent and contain:

a. the name, address, and position of the school board member or superintendent;

b. the name, relationship, and position of the immediate family member and the date of the family member's employment;

c. the parish in which the school board member or superintendent serves and the date of the commencement of such service; and

d. which of the following exceptions applies to the immediate family member:

i. classroom teacher certified to teach;

ii. employed by school board for more than one year prior to the school board member, or charter school board member or the superintendent becoming a member of the school board or the superintendent; or

iii. served in public employment on April 1, 1980, the effective date of the code~~.~~;

iiii. certified school bus operator;

iv. brother/sister-in-law employed before August 15,1999.

Chapter 20. Exemption Pursuant to the Provisions of Section 1123(34)

§2001. Application

A. A member of a municipal or parish governing authority ~~in a parish or municipality with a population of 25,000 of less (according to the most recently published decennial census)~~, an appointed meme of a planning or zoning or appeals board or commission of a parish or municipality, or a member of such ~~elected official~~public servant's immediate family or a legal entity ~~in which he~~ they ~~has~~ have ~~a controlling~~ an interest may make an application which is under the supervision or jurisdiction of his agency for the approval of the subdivision or resubdivision of property, and for the zoning of such property or for a building permit and any inspections performed pursuant thereto, provided the ~~elected official~~public servant recuses himself from acting in his official governmental capacity in matters concerning such application, and provides the written notice as required in §2003 is filed.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:1134(A).
HISTORICAL NOTE: Promulgated by the Department of Civil Service, Board of Ethics, LR 30:2686 (December 2004).

§2003. Reporting Requirements

A. Written notices filed pursuant to R.S. 42:1123(34) of the Code shall:

1. be filed with the board and with the ~~elected official~~public servant's governing authority or board or commission no later than 10 days prior to any hearing pertaining to such application or if no hearing is held at least 10 days prior to final action on such application; and

2. be in writing, on a form provided by the board or a form which is substantially similar to the form provided by the board, and shall contain the following;

a. name, address, and the office held by the ~~elected official~~public servant;

b. name and address, and relation to ~~elected official~~public servant, if the applicant if a member of the ~~elected official~~public servant's immediate family;

c. name and business address of the legal entity, if applicable;

d. name ~~and population~~ of municipality or parish;

e. description of the application being made;

f. date of hearing or final action regarding such application;

g. statement that:

i. the zoning of such subdivided property will not be less restrictive than the zoning of the original parcel;

~~ii. no variance or special exemption from any planning or zoning regulation or requirement or any building code or permit will be requested or granted;~~

iii. the property will be used for residential purposes only;

~~iv~~iii. application for the subdivision, resubdivision, or zoning of no more than 12 lots per calendar year and the construction of no more than 12 residential units per calendar year by the elected official, his immediate family members and any legal entity in which they own a controlling interest has been submitted; and

iv. no public funds will be used to construct any infrastructure for the use or benefit of such property;

h. signed certificate of accuracy that the information in the form is true and correct to the best of the public servant's knowledge, information, and belief and that no information required by R.S. 42:1123(34) has been deliberately omitted.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:1134(A).
HISTORICAL NOTE: Promulgated by the Department of Civil Service, Board of Ethics, LR 30:2686 (December 2004).

Chapter 21. Executive Branch Lobbyist Disclosure Act

§2101. In General

A. The Executive Branch Lobbyist Disclosure Act provides that the board shall administer and enforce the provisions of R.S. 49:71 et seq.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:1134(A).
HISTORICAL NOTE: Promulgated by the Department of Civil Service, Board of Ethics, LR 31:1228 (June 2005).

§2103. Registration and Reporting Forms

A. The staff shall prepare and provide, upon request, forms for the registration and reporting of executive branch lobbyists. Forms may be provided on paper or in electronic format.

B. No registration, report or designation filed by a lobbyist or other person will be dated and filed with the board unless the registration, report or designation is on the form promulgated by the board in this Chapter.

C. If the form is electronically filed, the method of signature shall be as provided in §1803.

AUTHORITY NOTE: Promulgated in accordance with R.S. 42:1134(A).
HISTORICAL NOTE: Promulgated by the Department of Civil Service, Board of Ethics, LR 31:1228 (June 2005).

§2105. Registration and Reporting; Dating, Numbering and Filing

A. The staff shall establish a procedure for the dating, indexing, and filing of all lobbyist registrations, lobbyist disclosure reports, designations, and employer/principal disclosure reports received by the board.

B. The method of determining the date of filing shall be as provided in R.S. 42:1157.1.