

NEW JERSEY DEPARTMENT OF AGRICULTURE  
SUPPLEMENTAL CODE OF ETHICS

The Uniform Ethics Code shall be the primary code of ethics for the department's members and employees. In accordance with *N.J.S.A. 52:13D-23(a)(1)*, the Department of Agriculture adopts this supplement to the Uniform Ethics Code to govern the conduct of the department's employees.

The Uniform Ethics Code and this supplement supersedes all previous Departmental codes of ethics, and shall apply to all State officers or employees and all special State officers or employees related to the New Jersey Department of Agriculture including but not limited to all the boards, councils, committees, commissions, Soil Conversation District Supervisors and their employees and other programs under the authority of the Department of Agriculture.

I. OUTSIDE ACTIVITIES AND BUSINESS INTERESTS

- a. The hours of outside employment shall not conflict with the work hours required for the discharge of official duties.
- b. Apiarists or Bee Inspectors employed by the Department may maintain a private beekeeping business and provide pollination services to farms, subject to the conditions specified in this section.
  - 1. Apiarists or Bee Inspectors are prohibited from soliciting new pollination business, but may accept new business as a pollinator of last resort.
  - 2. Apiarists or Bee Inspectors employed by the Department may purchase honey and beekeeping supplies from entities and/or individuals regulated and/or inspected by the Department provided that the Apiarist or Bee Inspector notifies the Director of the Division of Plant Industry and the Department's Ethics Liaison Officer as to the name of the individual/entity from whom purchases will be made; they make such purchases under the same terms and conditions as the general public; and such purchases are not made on State time or utilizing State resources.

3. All growers leasing bees from Apiarists or Bee Inspectors shall provide a signed document that they are aware that there may be other beekeepers and pollination services available to them.
4. Apiarists or Bee Inspectors leasing bees for pollination shall annually file a disclosure statement with the State Ethics Commission, publicly disclosing the farms served and the lease terms.
5. Apiarists or Bee Inspectors leasing bees for pollination shall annually submit to the Secretary of Agriculture a written disclosure listing the farms served and the lease terms. The filing shall be reviewed by the Division Director and the Department Ethics Liaison Officer to determine that the lease terms are consistent with industry norms, and made available for public view.
6. Inspection reports of Apiarists and Bee Inspectors will be routinely reviewed by their supervisor to ensure that inspections have been conducted in accordance with Department standards and in compliance with the conditions set forth in this section of the Department's Code of Ethics.
  - c. In the case of soil conservation district personnel or supervisors, the Outside Activity Approval Request form or an annual district verification of no change in status will be submitted annually and approved by the District Board of Supervisors and Department Ethics Liaison Officer. Forms must be completed prior to undertaking employment of staff, new outside activity of staff or appointment/reappointment of supervisors. The Ethics Liaison Officer will coordinate with the State Soil Conservation Committee in the review process. Upon approval or denial of the outside activity approval request form by the ethics liaison officer, notification will be sent to the State Soil Conservation Committee and the District.
  - d. The duties performed by attorneys working for the Department and the State Agriculture Development Committee (SADC) encompasses a variety of topics and covers all geographic areas of the State and the potential for conflict is great. Therefore, no attorney admitted to the Bar of the State of New Jersey may engage in the private practice of law while maintaining full-time employment with the Department of Agriculture or the SADC.