



State of New Jersey
DEPARTMENT OF HEALTH
PO BOX 360
TRENTON, N.J. 08625-0360
www.nj.gov/health

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

JUDITH M. PERSICILLI, RN, BSN, MA
Commissioner

MEMORANDUM

To: Members of Department of Health Boards/Councils/Commissions/Task Forces Staff Contacts for Department of Health Boards/Councils/Commissions/Task Forces

From: Lubna Qazi-Chowdhry and Lynne Alexander
Ethics Liaison Officers

Date: February 3, 2020

Subject: Annual Ethics Training for Special State Officers

Pursuant to the new jersey Conflict of Interest Law, commonly referred to as the “Ethics Law”, N.J.S.A. 52:13D-13(e) Special State Officers are members of boards, commissions, councils, task force, etc. who serve without compensation or who may receive reimbursement for expenses. The New Jersey Conflict of Interest law and associated rules impose certain requirements on Special State Officers, including Requirements for annual ethics training.

ANNUAL ETHICS TRAINING

In accordance with N.J.S.A. 52:13D-21.1, all Special State Officers must receive mandatory ethics training each year. All Special State Officers are required to complete the mandatory “Special State Officer Training Module” on-line training, found at:

<http://www.state.nj.us/ethics/training/specialstateofficer/presentation.html>

Please allow approximately thirty minutes to complete the Special State Officer Training Module, which is a Power Point presentation.

DEADLINE:

Please complete the on-line ethics training module by December 31, 2020.

RECEIPT EVIDENCING TRAINING COMPLETION:

At the end of the training module, there will be a form that Special State Officers must fill out to verify ethics training completion. After filling out the form, receipts for completion will be enabled and verify the successful completion of the ethics on-line training program. Special State Officers should submit the ethics training receipt to their Department of Health Staff contact will maintain an ethics file evidencing all Special State Officers’ compliance with the training requirements.

Thank you once again for your continued cooperation and compliance with New Jersey’s Conflict of Interest Law. Please contact us (609-376-0920) if you have questions regarding the on-line training.