



STATE OF CONNECTICUT

PSYCHIATRIC SECURITY REVIEW BOARD

M E M O R A N D U M

TO: Ethics Commission and
Department of Administrative Services

FROM: Martha E. Lewis *Martha E. Lewis*
Executive Director

DATE: February 1, 1995

RE: Ethics Statement - P.A. 94-126

Enclosed is a copy of the Ethics Statement for the Psychiatric Security Review Board which is being filed with your office pursuant to P.A. 94-126, An Act Concerning Purchasing Reform.

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Enclosure

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FEB 3 1995

STATE ETHICS COMMISSION

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Psychiatric Security Review Board
Policy Statement

FEB 3 1995

STATE ETHICS COMMISSION

SUBJECT: Code of Ethics Policy

Mission of Agency:

The Psychiatric Security Review Board (Board) is a state board whose mission is to enhance public safety through its determination of the level of treatment and supervision that an insanity acquittee under its jurisdiction requires in order to protect society. The Board carries out its mission through the conducting of hearings and monitoring of the status of the acquirtees pursuant to Connecticut General Statutes, Section 17a-580 et seq.

Purpose of Policy:

The purpose of this code of ethics is to establish and maintain high standards of honesty, integrity and impartiality for all employees of the Psychiatric Security Review Board. This is to assure the proper discharge of your duties and the confidence of citizens in their state government. Such confidence is influenced not only by the manner in which you serve the public but also by your conduct in public.

It is virtually impossible to have specific "rules" to govern all aspects of your conduct. The intent of this code of ethics is to describe some basic situations which you should avoid, and to provide you with standards to avoid them. When such situations are unavoidable, your immediate supervisor should be informed.

Please note that this code of ethics attempts to apply existing ethics laws and regulations to your employment with the Board. It is not intended to supersede state law. Ultimately you are subject to the provisions of the State Ethics Code (Section 1-79 through 1-90 of the Connecticut General Statutes).

Although throughout this code of ethics you are advised to confer with your supervisor, the executive director, personnel administrator. Ultimately the state Ethics Commission is the authority that determines what constitutes an ethics violation under the law.

Prohibited Activities and Personal Conduct:

No employee of the Psychiatric Security Review Board shall, either individually (or as a member of a group), directly or indirectly, solicit or accept any gift or gratuity from any person or organization with whom the Board has, has had, or may expect to have, a business relationship which could cause, or create the appearance of, a conflict with or influence the performance of the employee's duties with the Board as defined in Connecticut General Statutes, Section 1-84 and 1-85.

Any gift or gratuity must be refused or returned with a copy of the letter concerning our Code of Ethics Policy which has been sent to the concerns doing business with the Board. The only exception recognized is for advertising samples which has negligible monetary value (under \$50) and which is widely distributed or generally available without charge.

No employee of the Board shall, either individually (or as a member of a group), directly or indirectly, solicit the sale of tickets for a charitable event or accept any gift for the benefit of a charitable organization from any person or organization with whom the Board has, has had, or may expect to have, a business relationship which would cause, or create the appearance of, a conflict with or influence the performance of the employee's duties with the Board.

No employee of the Psychiatric Security Review Board shall use or distribute State information or use State equipment or materials for other than State business purposes.

No employee of the Psychiatric Security Review Board shall allow any private obligation of employment or enterprise to take precedence over his/her responsibility to the Board.

No Board employee shall accept a fee or honorarium for an article, appearance or speech or for participation at an event, in his official capacity, provided the employee may receive payment or reimbursement for necessary expenses for any such activity in his official capacity.

No Board employee shall wilfully and knowingly disclose, for financial gain, to any other person, confidential information acquired by him in the course of Board employment.

All employees shall conform with the Code of Ethics for Appointed Officials and State Employees as codified in the Connecticut General Statutes, Sections 1-84, 1-84a, 1-84b and 1-85.

Distribution of Code:

All employees shall receive a copy of the Code of Ethics annually on or about July 1st.

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1/31/95