

## EXECUTIVE COMMISSION ON ETHICAL STANDARDS

## CHAPTER 61

## STATE ETHICS COMMISSION

## Authority

N.J.S.A. 52:13D-12 et seq.

## Source and Effective Date

R.2006 d.292, effective July 19, 2006.  
See: 38 N.J.R. 1804(a), 38 N.J.R. 3318(a).

## Chapter Expiration Date

Chapter 61, State Ethics Commission, expires on July 19, 2011.

## Chapter Historical Note

Chapter 61, Executive Commission on Ethical Standards, was adopted as R.1972 d.32, effective February 18, 1972, and codified as N.J.A.C. 1:1 through 1:5. See: 4 N.J.R. 55(a). An amendment regarding the filing of advisory opinions and disciplinary actions with the Division of Administrative Procedure was adopted as R.1972 d.57, effective March 15, 1972, and codified at N.J.A.C. 19:20-5.2, with all Commission rules to be codified at N.J.A.C. 19:20. See: 4 N.J.R. 79(d), N.J.A.C. 19:20 was recodified to N.J.A.C. 19:61 by an administrative change, effective January 3, 1984. See: 16 N.J.R. 56(c). Pursuant to Executive Order No. 66(1978), Chapter 61 expired on July 7, 1991.

Chapter 61, Executive Commission on Ethical Standards, was adopted as R.1992 d.97, effective March 2, 1992. See: 23 N.J.R. 3436(b), 24 N.J.R. 864(a).

Subchapter 6, Attendance at Events, Acceptance of Honoraria, and Acceptance of Compensation for Published Works, was adopted as R.1995 d.108, effective February 21, 1995. See: 26 N.J.R. 4757(a), 27 N.J.R. 763(a).

Pursuant to Executive Order No. 66(1978), Chapter 61, Executive Commission on Ethical Standards, was readopted as R.1997 d.88, effective January 24, 1997. See: 28 N.J.R. 4755(b), 29 N.J.R. 593(a).

Chapter 61, Executive Commission on Ethical Standards, was readopted as R.2001 d.395, effective September 27, 2001. As part of the provisions of R.2001 d.395, Subchapter 7, Recusal Process, was adopted as new rules, effective November 5, 2001. See: 33 N.J.R. 2259(a), 33 N.J.R. 3757(b).

Chapter 61, Executive Commission on Ethical Standards, was readopted as R.2006 d.292, effective July 19, 2006. As a part of R.2006 d.292, effective August 21, 2006, Chapter 61, Executive Commission on Ethical Standards, was renamed State Ethics Commission. See: Source and Effective Date. See, also, section annotations.

## CHAPTER TABLE OF CONTENTS

## SUBCHAPTER 1. ORGANIZATION

- 19:61-1.1 Scope of rules
- 19:61-1.2 Meetings and offices
- 19:61-1.3 Presiding member
- 19:61-1.4 Quorum
- 19:61-1.5 Executive or open meetings
- 19:61-1.6 Majority vote
- 19:61-1.7 Conflict with agency rules
- 19:61-1.8 Enlargement of time
- 19:61-1.9 Administrative head
- 19:61-1.10 Definitions

## SUBCHAPTER 2. JURISDICTION

- 19:61-2.1 Jurisdiction of the Commission

- 19:61-2.2 Codes of ethics
- 19:61-2.3 Plain Language Ethics Guide
- 19:61-2.4 Procedure where Commission is without jurisdiction
- 19:61-2.5 Access to documents
- 19:61-2.6 Copies of documents; fees

## SUBCHAPTER 3. PROCEEDINGS

- 19:61-3.1 Allegations; procedure
- 19:61-3.2 Subpoena for witnesses
- 19:61-3.3 Allegation by member of Commission
- 19:61-3.4 Allegation before State agency
- 19:61-3.5 Determination by State agency
- 19:61-3.6 Relaxation of rules

## SUBCHAPTER 4. ADVISORY OPINIONS

- 19:61-4.1 Requests for advisory opinions

## SUBCHAPTER 5. GENERAL PROVISIONS

- 19:61-5.1 Investigations and hearings
- 19:61-5.2 Publication
- 19:61-5.3 Validity of rules of any portion declared invalid
- 19:61-5.4 Procedures to request Commission action to promulgate, amend or repeal rules
- 19:61-5.5 Positions in State government with responsibility for matters affecting casino activity
- 19:61-5.6 Financial disclosure statements
- 19:61-5.7 Restrictions on employment

## SUBCHAPTER 6. ATTENDANCE AT EVENTS, ACCEPTANCE OF HONORARIA, ACCEPTANCE OF COMPENSATION FOR PUBLISHED WORKS, AND ACCEPTANCE OF THINGS OF VALUE

- 19:61-6.1 Applicability
- 19:61-6.2 Definitions
- 19:61-6.3 Granting of approval
- 19:61-6.4 Attendance at an event sponsored by an interested party
- 19:61-6.5 Attendance at an event sponsored by an entity other than an interested party
- 19:61-6.6 Use of official title for private fundraising
- 19:61-6.7 Compensation for published work(s)
- 19:61-6.8 Approval request form
- 19:61-6.9 Solicitation or acceptance of a thing of value from an interested party
- 19:61-6.10 (Reserved)

## SUBCHAPTER 7. RECUSAL PROCESS

- 19:61-7.1 Purpose
- 19:61-7.2 Scope
- 19:61-7.3 Definitions
- 19:61-7.4 Situations where recusal is required
- 19:61-7.5 Procedure for recusal

## APPENDIX

## SUBCHAPTER 1. ORGANIZATION

## 19:61-1.1 Scope of rules

The rules in this chapter shall constitute the practices and procedures of the State Ethics Commission and shall govern all activities of the Commission pursuant to N.J.S.A. 52:13D-12 et seq.

Amended by R.2006 d.292, effective August 21, 2006.

See: 38 N.J.R. 1804(a), 38 N.J.R. 3318(a).

Substituted "State Ethics Commission" for "Executive Commission on Ethical Standards".

### 19:61-1.2 Meetings and offices

The Commission shall meet at the call of its Chair upon not less than three days notice to members thereof. The Commission may maintain offices in such place or places as it may deem advisable.

Amended by R.1997 d.88, effective February 18, 1997.

See: 28 N.J.R. 4755(b), 29 N.J.R. 593(a).

### 19:61-1.3 Presiding member

The Chair shall preside, but in case of absence or inability to serve, the Vice Chair shall temporarily preside in his or her stead. In the absence of both, the senior member attending shall preside. Seniority of the members of the Commission shall be determined by the order of their respective appointments to the Commission.

Amended by R.1997 d.88, effective February 18, 1997.

See: 28 N.J.R. 4755(b), 29 N.J.R. 593(a).

### 19:61-1.4 Quorum

Four members of the Commission shall constitute a quorum. If a quorum does not attend a session of the Commission, the presiding member may adjourn the Commission, or, in the absence of all the members, the Executive Director or his or her designee may adjourn the Commission from day to day.

Amended by R.2004 d.390, effective October 18, 2004.

See: 36 N.J.R. 2316(a), 36 N.J.R. 4842(a).

Substituted "five" for "four" preceding "members of the Commission".

Amended by R.2006 d.292, effective August 21, 2006.

See: 38 N.J.R. 1804(a), 38 N.J.R. 3318(a).

Substituted "Four" for "Five".

### 19:61-1.5 Executive or open meetings

Meetings of the Commission, including open and executive sessions, shall be conducted in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.

### 19:61-1.6 Majority vote

No determination of the Commission shall be rendered unless supported by the vote of members constituting a majority of the quorum present. Minutes of Commission meetings may be approved by a majority of eligible members. A member is eligible to vote on minutes of meetings that he or she attended.

### 19:61-1.7 Conflict with agency rules

Any conflict between the rules established by the Commission and those developed by the various State agencies to

implement their respective Codes of Ethics shall be resolved in favor of the rules established by the Commission.

### 19:61-1.8 Enlargement of time

A reasonable extension of time for the taking of any action for which these rules prescribe a time limitation may be granted by the Commission upon a clear showing of good cause and the absence of prejudice.

### 19:61-1.9 Administrative head

The Commission may appoint an Executive Director who shall serve as the administrative head of the Commission. In the absence of an administrative head, the Chair may designate an individual to serve as acting administrative head.

Amended by R.1997 d.88, effective February 18, 1997.

See: 28 N.J.R. 4755(b), 29 N.J.R. 593(a).

### 19:61-1.10 Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise.

"Chair" and "Vice Chair" shall mean the members of the Commission designated by the Governor to serve as the Chair and Vice Chair thereof.

"Cohabitant" shall mean any person, whether related by blood or adoption or not, who is actually residing with the State official.

"Commission" shall mean the State Ethics Commission continued and established in but not of the Department of Law and Public Safety by the provisions of N.J.S.A. 52:13D-12 et seq.

"Financial disclosure statement" means a comprehensive statement of assets, liabilities, business interests and sources of income which persons occupying certain positions in State government are required to file annually with the Commission pursuant to statute or Executive Order.

"Person" means any natural person, government entity, association, organization, firm, partnership or corporation.

"Preliminary investigation" means the investigative process undertaken by the Commission and/or its staff and/or a State agency's ethics liaison officer or State agency's ethics committee with regard to an allegation prior to review of and final action on the allegation by the Commission at a public meeting, pursuant to either N.J.A.C. 19:61-3.1(h) or (i).

"Relative" shall mean an individual's spouse or the individual's or spouse's parent, child, brother, sister, aunt, uncle, niece, nephew, grandparent, grandchild, son-in-law, daughter-in-law, stepparent, stepchild, stepbrother, stepsister, half brother or half sister, whether the relative is related to the