

**INTERNAL**

**COMMUNICATION FORM**

**Suspense:**

**DEPARTMENT OF HUMAN SERVICES**

**Subject: Ethics Training for State Employees - OAHU**

**Originator:** W. Ikemori @ 6-4971

**To:** SOs/DAs

**From:** PERS

**Date:** 07/02/15 **Memo No.** 1

The Hawaii State Ethics Commission has announced an ethics training class on **Oahu**. This class will provide an overview of the state ethics laws that apply to all state employees.

**FOR:** All DHS employees who have not previously attended an ethics training class or who would like a refresher class on ethics.

**DESCRIPTION:** Topics will include conflicts of interests; gifts and the reporting of gifts; confidential information; misuse of official position; and post-employment restrictions.

**SCHEDULE:** **Oahu Session:**

Date: Tuesday, August 18, 2015  
Time: 9:30am to 11:00am  
Place: Mission Memorial Auditorium  
Honolulu Civic Center  
550 South King Street  
Honolulu, Hawaii, 96813

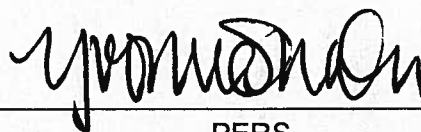
**REGISTRATION:** Register online at [http://ethics.hawaii.gov/2015-08-18 honolulu](http://ethics.hawaii.gov/2015-08-18-honolulu) or contact the Commission's office to register by phone at (808) 587-0460 or email ([ethics@hawaiiethics.org](mailto:ethics@hawaiiethics.org)) To register groups of more than 10 employees, call or email the Commission's Office.

**COST:** No cost.

**PARKING:** Refer to the link below for location and parking:

[http://ethics.hawaii.gov/wp-content/uploads/2015/07/MMA\\_Map.pdf](http://ethics.hawaii.gov/wp-content/uploads/2015/07/MMA_Map.pdf)

**Accommodations:** If a participant requires special assistance or auxiliary aids or services (such as a sign language interpreter, large print materials, or wheelchair accessibility), please indicate so on your online registration form, or call the Commission's office at (808) 587-0460.



PERS

cc: DIR