



## Ethics Resources for Further Reference

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### Personal Financial Gain

#### Fair Political Practices Commission

*Can I Vote? A Basic Overview of Public Officials' Obligations under the Political Reform Act's Conflict-of-Interest Rules* (revised 7/05) ([View](#))

#### Attorney General

*Conflicts of Interest (2004)*. Provides information to assist government officials in complying with California's conflict-of-interest laws and to assist the public and news media in understanding and monitoring situations that may give rise to conflicts of interest ([View](#)).

#### Institute for Local Government

*Key Ethics Law Principles for Public Servants (2005)*. Contains a conflict of interest checklist on the back that alerts local officials to situations triggering a need to consult with their agency counsel on ethics legal issues ([View](#)).

### Personal Advantages & Perks

#### Fair Political Practices Commission

*Limitations and Restrictions on Gifts, Honoraria, Travel and Loans for Local Elected Officers & Candidates for Local Elective Offices, Local Officials Specified in § 87200, Judicial Candidates, Designated Employees of Local Government Agencies* (revised 08/05) ([View](#))

*Travel Guide for California Officials & Candidates* ([View](#))

#### Institute for Local Government

*Of Cookie Jars and Fishbowls: A Public Official's Guide to Use of Public Resources (2004)*. This guide explores ethical and legal considerations that bear on spending decisions, including such issues as travel reimbursement and personal use of agency resources. It also features a sample expense policy for local agencies to consider adopting ([View](#)).

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## Government Transparency

### Fair Political Practices Commission

*Your Duty to File: A Basic Overview of State Economic Disclosure Law* ([View](#))

*Form 700 Instructions* ([View](#))

### Attorney General

*Public Records Act Summary (2004)*. Provides an explanation and summary of the California Public Records Act for access to governmental information ([View](#)).

*The Brown Act: Open Meetings For Local Legislative Bodies (2003)*. Provides a brief overview of the main provisions of the Ralph M. Brown Act, which govern open meetings for local legislative bodies. This pamphlet is intended to assist local legislative bodies in complying with California's open meeting laws and to assist those who monitor the performance of legislative bodies ([View](#)).

### Institute for Local Government

*The ABCs of Open Government Laws (2005)*. This pamphlet explains the key provisions of the Brown Act and the Public Records Act ([View](#)).

## Fair Processes

### Fair Political Practices Commission

*Campaign Contributions May Cause Conflicts for Appointees and Commissioners* ([View](#))

## General

### Fair Political Practices Commission

*How Do I Get Advice from the FPPC?* ([View](#))

### Institute for Local Government

*A Local Official's Reference on Ethics Laws (2005)*. This guide summarizes key ethics law provisions relevant to public service, including financial interests, gifts and travel, use of public resources, governmental transparency and bias ([View](#)).

*Doing the Right Thing: Putting Ethics Principles into Practice in Public Service (2006)*. This pamphlet addresses AB 1234's "principles" requirement by explaining such things as the role that values and public perception plays in public service ethics. Among other things, the pamphlet is designed to be a handout at AB 1234 training sessions ([View](#)).

*Ethics Law Compliance Best Practices (2005)*. Interested in maximizing compliance with ethics laws? This checklist enables local agency officials to engage in a self-assessment of the agency's current compliance practices ([View](#)).

*Everyday Ethics for Local Officials: Finding Your Way (2005)*. This booklet provides a framework for analyzing ethical dilemmas and then offers a series of analyses of the legal and ethical dimensions of commonly-encountered dilemmas ([View](#)).

*Walking the Line: What to Do if You Suspect an Ethics Problem (2005)*. This pamphlet answers the most frequently-posed question to the Institute with an eight-step process. The pamphlet also has a comprehensive charts relating to ethics laws and the consequences for violating such laws ([View](#)).