

Ulster County Government

Pre-Employment Conflict of Interest Disclosure

BACKGROUND

The Ulster County Government Ethics and Disclosure Law of 2008 and The Standards of Conduct for Ulster County Employees prohibit work-related personal conflicts of interest and require that employees disclose them. Ulster County Government wishes to prevent conflicts of interest and thus requires that individuals who are candidates for employment make formal disclosure before an employment offer may be made. Failure to accurately and fully disclose may be grounds for termination of employment.

“A County officer or employee shall not use his/her official position or office, or take or fail to take any action in a matter which he/she knows or has reason to know may provide a personal financial benefit or secure unwarranted privileges or exemptions for any of the following persons:

1. Himself/herself;
2. His/her outside employer, employee or business;
3. Relative or immediate family member;
4. Domestic Partner;
5. Customer or client;
6. Campaign contributors

(Source: The Ulster County Government Ethics and Disclosure Law)

The Ulster County Ethics and Disclosure Law defines “domestic partner” as

- A. A person at least 18 years of age who, with respect to another person:
 - 1) Is formally a party in a domestic partnership or similar relationship with the other person, entered into pursuant to the laws of the United States or any state, local or foreign jurisdiction, or registered as the domestic partner of the person with any registry maintained by the employer of either party or any state, municipality, or foreign jurisdiction;
 - 2) Is formally recognized as a beneficiary or covered person under the other person’s employment benefits or health insurance; or
 - 3) Is dependent or mutually interdependent on the other person for support, as evidenced by the totality of the circumstances indicating a mutual intent to be domestic partners, including but not limited to common ownership or joint leasing of real or personal property; common house-holding, shared income or shared expenses; children in common; signs of intent to marry or become domestic partners under Subsection A(1) or(2) of this definition; or the length of the personal relationship of the persons.

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The Ulster County Ethics and Disclosure Law defines “relative/immediate family member” as

“A spouse, domestic partner, child or person claimed as a dependent on the County officer’s or employee’s latest individual state income tax return.”

Examples of possible conflicts of interest include (but are not limited to):

1. Holding a position in Ulster County Government that has influence over contracts with an outside company in which the employee has a financial interest.
2. Direct or close supervision of a family member or significant other (nepotism).
3. Accepting or soliciting gifts or financial benefits to influence work-related behavior.
4. Disclosure of work-related confidential information for personal gain or benefit.

Visit the Ulster County Government Website (ulstercountyny.gov) to access The Ulster County Government Ethics and Disclosure Law of 2008 (Legislature→Local Laws) and The Standards of Conduct for Ulster County Employees (Government→Departments→Personnel →Compliance) or contact the Ulster County Compliance Officer (845-340-8771) to obtain copies of these documents.

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Applicant Name (print): _____
Last, First

DISCLOSURES

- *Attach additional pages, as necessary*

1. Outside Interests

Identify any organization, business or self-employment you, a relative/immediate family member or domestic partner (as both are defined in Section 3 (O) and (I) of the Ulster County Ethics and Disclosure Law) have a financial or other interest in and describe the nature of the interest (i.e., employee, investor, board member, etc.):

- A. _____
 - B. _____
 - C. _____
- () None

2. List any relatives/immediate family members or domestic partners currently employed by Ulster County Government:

- | | Name | Relationship |
|----|-------|--------------|
| A. | _____ | _____ |
| B. | _____ | _____ |
| C. | _____ | _____ |
- () None

3. Identify and describe any business you, your relatives/immediate family members or a domestic partner have with Ulster County Government at this time or anticipate having in the future:

- _____
- _____
- _____
- () None

Please initial the following to reflect your concurrence:

_____ I have been provided access to The Ulster County Government Ethics and Disclosure Law of 2008 and The Standards of Conduct for Ulster County Employees. I have read these documents and the information on the front of this disclosure form and have disclosed accordingly.

Applicant Signature

Date