

**34-7.025 Ethics Training Course Content.**

(1) Constitutional officers and elected municipal officers are required by Section 112.3142, F.S., to complete four (4) hours of ethics training each calendar year.

(2)(a) In addition to receiving training on Florida's public records laws (Chapter 119, F.S.) and open meetings laws (Chapter 286, F.S.), constitutional officers and elected municipal officers are required to obtain ethics training that is derived from Article II, Section 8, Florida Constitution, "Ethics in Government," and Chapter 112, Part III, F.S., the "Code of Ethics for Public Officers and Employees."

(b) Providers may develop and offer courses using a "menu" approach to fulfill agency-specific training needs. Subjects that must be covered in training shall include one or more of the following:

1. Doing business with one's own agency;
2. Conflicting employment or contractual relationships;
3. Misuse of position;
4. Disclosure or use of certain information;
5. Gifts and honoraria, including solicitation and acceptance of gifts, and unauthorized compensation;
6. Post-officeholding restrictions;
7. Restrictions on the employment of relatives;
8. Voting conflicts when the constitutional officer is a member of a collegial body and votes in his or her official capacity;
9. Financial disclosure requirements, including the automatic fine and appeal process;
10. Commission procedures on ethics complaints and referrals; and
11. The importance of and process for obtaining advisory opinions rendered by the Commission.

(3) Providers are encouraged to seek accreditation from The Florida Bar for courses offered pursuant to Section 112.3142, F.S., so that attendees who are members of The Florida Bar may also obtain continuing legal education credit for course attendance.

*Rulemaking Authority 112.322(9), 112.3142 FS. Law Implemented 112.3142 FS. History—New 9-10-13, Amended 1-8-15.*