

## **ST. BERNARD PORT, HARBOR AND TERMINAL DISTRICT**

Management adheres to the ethics requirements that are necessary for all District employees to be in compliance. In response to Louisiana Revised Statute 42:1170, all District employees are required annually to complete one hour of training on the Code of Governmental Ethics prior to the District's June 30th fiscal year end. The Port shall designate at least one person who shall provide information, notices, and updates to employees and officials of the political subdivision and assist the Ethics board in any way necessary to fulfill the education requirements.

According to the statute, failure to comply with the requirements of training constitutes a violation of the Ethics Code. Any public employee who is found to have violated any provision of any law within the jurisdiction of the Ethics Board can be removed, suspended, or ordered to have a reduction in pay or demotion by the Ethics Board. The board can also impose a fine of not more than ten thousand dollars, or both.

Any violation of Ethics guidelines are to be reported to the employee's direct Supervisor. Then the Supervisor will report such incident to the Director of Administration or the Executive Director for further review. If the incident rises to the level of a valid Ethics violation, such violation will immediately be reported to the Louisiana Ethics Administration.