New York Conflicts of Interest Law, Covering New York City Public Servants
(***Plain Language Version****)

1. ***Misuse of Office.*** Public servants may not use or misuse the position to financially benefit themselves, their family members, or anyone with whom they have a business or financial relationship.

2. ***Misuse of City Resources.*** Public servants may not use City letterhead, personnel, equipment, supplies, or resources for a non-City purpose, nor may they pursue personal or private activities during times when they are required to work for the City.

3. ***Gifts.*** Public servants may not accept anything valued at $50 or more from anyone that they know or should know is doing business or seeking to do business with the City.

4. ***Gratuities.*** Public servants may not accept anything from anyone other than the City for performing their official duties.

5. ***Seeking Other Jobs.*** Public servants may not seek or obtain a non-City job with anyone whom they are dealing with in their City job.

6. ***Moonlighting.*** Public servants may not have a job with anyone that they know or should know does business with the City or that receives a license, permit, grant, or benefit from the City.

7. ***Owning Businesses.*** Public Servants may not own any part of a business or firm that they know or should know does business with the City or that receives a license, permit, grant, or benefit from the City, nor may their spouses, or their domestic partners, nor any of their children.

8. ***Confidential Information.*** Public servants may not disclose confidential City information or use it for any non-City purpose, even after they leave City service.

9. ***Appearances Before the City.*** Public servants may not accept anything from anyone other than the City for communicating with any City agency or for appearing anywhere on a City matter.

10. ***Lawyers and Experts.*** Public servants may not receive anything from anyone to act as a lawyer or expert against the City's interests in any lawsuit brought by or against the City.

11. ***Buying Office or Promotion.*** Public servants may not give or promise to give anything to anyone for being elected or appointed to City service or for receiving a promotion or raise.

12. ***Business with Subordinates.*** Public servants may not enter into any business or financial dealings with a subordinate or supervisor.

13. ***Political Solicitation of Subordinates.*** Public servants may not directly or indirectly ask a subordinate to make a political contribution or to do any political activity.

14. ***Coercive Political Activity***. Public servants may not force or try to force anyone to do any political activity.

15. ***Coercive Political Solicitation.*** Public servants may not directly or indirectly threaten anyone or promise anything to anyone in order to obtain a political contribution.

16. ***Political Activities by High-Level Officials.*** Deputy mayors, agency heads, deputy or assistant agency heads, chiefs of staff, directors, or members of boards or commissions may not ask anyone to contribute to the political campaign of anyone running for City office or to the political campaign of a City elected official running for any office. These appointed officials, and elected officials as well, may not hold certain political party positions.

17. ***Post-Employment One-Year Ban.*** For one year after leaving City service, former public servants may not accept anything from anyone, including the City, for communicating with their former City agency.

18. ***Post-Employment One-Year Ban for High-Level Officials.*** Elected officials, deputy mayors, the chair of the City Planning Commission, and the heads of the Office of Management and Budget, Law Department, or Departments of Citywide Administrative Services, Finance, or Investigation, for one year after they leave City service, may not accept anything from anyone, including the City, for communicating with their former branch of City government.

19. ***Post-Employment Particular Matter Bar.*** After leaving City service, former public servants may never work on a particular matter they personally and substantially worked on for the City.

20. ***Improper Conduct.*** Public servants may not take any action or have any position or interest, as defined by the Conflicts of Interest Board, that conflicts with their City duties.

21. ***Inducement of Others.*** Public servants may not cause, try to cause, or help another public servant to do anything that would violate this Code of Ethics.

22. ***Disclosure and Recusal.*** As soon as a public servant faces a possible conflict of interest under this Code of Ethics, he or she must disclose the conflict to the Conflicts of Interest Board and comply with the Board's instructions, which may include recusal, divestiture, or other actions.

23. ***Volunteer Activities.*** Public servants may be officers or directors of a not-for-profit with business dealings with the City if they do this work on their own time, they are not compensated for such work**,** the not-for-profit has no dealings with their City agency (unless the head of the agency has given approval), and the public servant is in no way involved in the not-for-profit's business with the City.

FOR ADDITIONAL INFORMATION, CONTACT
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* This material is intended as a general guide. It is not intended to replace the text of the law (NYC Charter § 2604). For more particular information or to obtain answers to specific questions, you may write or call the Board. Also, bear in mind that individual agencies may have additional restrictions on the acceptance of gifts, moonlighting, and other issues. Contact your agency counsel for more information.