IMPORTANT NOTICE TO
ALL AGCENTER EMPLOYEES

FACULTY, ASSOCIATES,
CLASSIFIED, UNCLASSIFIED,
STUDENT EMPLOYEES,
TRANSIENT EMPLOYEES,
GRADUATE ASSISTANTS

Louisiana State law now requires YOU, and all other
government employees, to receive annual training on the
LOUISIANA CODE OF GOVERNMENTAL ETHICS

Those who don’t complete the training can be fined and/or
have their employment affected.

Complete the Ethics Commission on-line course for public servants
or attend a live training presented by an Ethics Commission staff
member. The on-line course and list of live trainings can be found at:
http://ethics.la.gov/SeminarRegistration/

FAQ’s

Do student workers, transient/contingent employees and graduate assistants have
to complete the training? YES. ALL employees must complete the training.

Do NEW employees have to complete the training? YES – EVERY AgCenter
employee – current and future – must complete this training.

How will completion be tracked? If you take the course on-line, you can print a
certificate to retain in your records. If you attend a live course, you’ll be asked to sign in.
You don’t have to send certificates to your unit office or the AgCenter HRM Office.
However, you may be asked in the future to confirm your completion of the course.

What if I fail to take the course? You will be in violation of the Ethics Code and can be
disciplined by the Ethics Commission by suspension from duty and pay, pay reduction,
dismissal, and/or monetary fine.

Who should I call if I have questions? Call the
HRM Office at 225/678-2258. Additionally, the
LSU System’s Designee to the Ethics Board with
responsibility for answering questions about ethics
and conflicts of interest is:

James E. Marchand
LSU System
Ph. 225/678-0337
jmarsh@lsu.edu