CITY of ALBUQUERQUE TWENTY SECOND COUNCIL

COUNCIL BILL NO. R-16-15 ENACTMENT NO.					
SPONSORED BY: Dan Lewis					
	1	RESOLUTION			
	2	ESTABLISHING THE POLICY OF IMPLEMENTATION FOR THE PUBLIC			
	3	SERVICE ETHICS AND CODE OF CONDUCT TRAINING PROGRAM FOR THE			
	4	CITY OF ALBUQUERQUE AND DIRECTING THE CITY HUMAN RESOURCES			
	5	AND LEGAL DEPARTMENTS TO OVERSEE THE PROGRAM.			
	6	WHEREAS, the one year objectives, outlined in Resolution 15-182 for the			
	7	City of Albuquerque in Fiscal Year 2016, directs the implementation of this			
	8	comprehensive ethics training program in order to reaffirm that the City is			
	9	dedicated to fostering an environment of fairness and accountability in all of			
	10	its dealings; and			
2 .	11	WHEREAS, the goal of this public service ethics course is to act as a			
Nev Plat	12	resource to the public servants of the City of Albuquerque, and to reaffirm that			
일 - C	13	the official acts of the elected officials and employees of the City of			
Iteria Irial	14	Albuquerque, as well as the official acts of the members of the City's boards,			
Mate	15	commissions and committees, must be performed in such a manner as to gain			
orec	16	and retain the confidence and trust of the public; and			
ersc eron	17	WHEREAS, The City of Albuquerque Public Service University provides			
JNG(ikat	18	strategic blended learning delivery systems that support the attainment of			
Worth	19	prescribed organizational and community based goals and can support the			
cket	20	public service ethics training program in-house; and			
Bracketed/Underscored Material - New Bracketed/Strikothrough Material - Deletion	21	WHEREAS, the proper administration of democratic government requires			
	22	that public officials be independent, impartial, and responsible to the people;			
	23	that government decisions and policy be made in the best interest of the			
	24	people, the community and the government; and that the public have			

confidence in the integrity of its government.

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1	BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF
2	ALBUQUERQUE:
3	Section 1. Program Administration and Enrollment.
4	The Public Service Ethics and Code of Conduct Training Program shall be
5	administered by the Human Resources Department. All designated City
6	officials, elected officials, classified staff in a position grade of "M14" and
7	"E14" and above, and all executive and senior level unclassified staff, will be
8	enrolled in the program following the certification of each regular municipal
9	election. Beginning in 2017, all designated officials and staff shall receive
10	course login information through their City email accounts from the City of
11	Albuquerque Public Service University no later than January 1 st of the year
12	following a regular municipal election year.
13	Section 2. Program Completion Requirements.
14	All persons designated under Section 1 above shall be required to complete
15	the Public Service Ethics and Code of Conduct Training Program by January
16	31 st of the year immediately following a regular municipal election. All
17	completed certifications will be valid for two years.
18	Section 3. Course Completion Publication.
19	Course Completion or non-completion will be noted by the name of each
20	person designated under Section 1 above on the "Transparency" portal on the
21	City of Albuquerque's main website. The Human Resources Department is
22	hereby directed to update and manage this information by the end of the
23	second quarter of the year following a regular municipal election cycle.
24	Section 4. New Employees.
25	All newly employed persons designated under Section 1 above shall be
26	required to complete the Public Service Ethics and Code of Conduct Training
27	Program 30 days after their date of hire. All completed certifications will be
28	valid until after the next regular municipal election. Course Completion or non-
29	completion will be noted according to section 3 above.
30	Section 5. Program Content Updates.
31	The Human Resources Department and Legal Department are hereby directed

to work in conjunction to periodically update the Public Service Ethics and

	2	and include any additional resources that are deemed pertinent to the training.
	3	Section 6. Pilot Program.
	4	A Public Service Ethics and Code of Conduct Training pilot program shall go
	5	into effect May 1, 2016. Under this pilot program all persons designated under
	6	Section 1 shall receive course login information through their City email
	7	accounts from the City of Albuquerque Public Service University no later than
	8	May 1, 2016, and shall complete the Public Service Ethics and Code of
	9	Conduct Training Program by June 30, 2016. Course Completion or non-
	10	completion will be noted by the name of each person designated under
	11	Section 1 above on the "Transparency" portal on the City of Albuquerque's
	12	main website by August of 2016. The permanent program described in
	13	Sections 1-5 above shall become effective after the 2017 regular municipal
	14	election.
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Code of Conduct Training Program content to reflect any necessary revisions