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## New Processes Regarding Code of Ethics for State Employees June 10, 2021

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The purpose of this HRA Policy Advisory is to inform you of an important attestation process related to Governor Kemp's Executive Order 04.01.21.57.

On April 1, 2021, Governor Brian Kemp issued Executive Order 04.01.21.57, which created a new Code of Ethics that applies to all state employees. The Executive Order requires that all employees read the new Code of Ethics and complete an Attestation stating that he or she has read and understands the Code of Ethics and will comply with its requirements. Once completed, the Attestation must be returned to the employee's respective Ethics Officer for retention. Completion of the Affirmation is mandatory and a condition of employment. **Each employee must complete and return the Attestation by June 30, 2021.** New employees hired after June 30, 2021 must complete and return the Attestation during the onboarding process. The full text of the Executive Order can be accessed [here](#).

Your agency's Ethics Officer will be responsible to ensure each employee in your agency completes and returns an Attestation stating that he or she has read and understands the Code of Ethics and will comply with its requirements.

To assist in this process, the Georgia Department of Administrative Services has created a special page on the HRA website that contains resources that your Ethics Officer will use to inform your agency's employees about the new Code of Ethics. Your Ethics Officer may need your assistance to access your

If you should have special questions about the new Code of Ethics and/or Attestation process, please refer to your agency's Ethics Officer. Your agency's Ethics Officer will attend a special training session on June 16. The training will be conducted by the Governor's Office and will cover special information regarding the Attestation process.

Thank you for your cooperation!

If you have questions or need more information, please contact your agency's ethics officer. Also, if there are questions regarding this email, please reach out to HRA Policy at [policy@doas.ga.gov](mailto:policy@doas.ga.gov), (404) 656-2705, or (877) 318-2772.



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