

# ETHICS DISCLOSURE FORM

**CONFIDENTIAL**  
**Notification of Potential Violation**  
**Board or Commission Member**

TO: \_\_\_\_\_, Designated Ethics Supervisor  
(Board or Commission)

In accordance with AS 39.52.220(a), I am notifying you of a situation which may result in a violation of the Code of Ethics. I am requesting your determination regarding a possible violation of:

- \_\_\_\_\_ AS 39.52.120, Misuse of Official Position
- \_\_\_\_\_ AS 39.52.130, Improper Gifts
- \_\_\_\_\_ AS 39.52.140, Improper Use or Disclosure of Information
- \_\_\_\_\_ AS 39.52.150, Improper Influence in State Grants, Contracts, Leases or Loans
- \_\_\_\_\_ AS 39.52.160, Improper Representation
- \_\_\_\_\_ AS 39.52.180, Restrictions on Employment after Leaving State Service
- \_\_\_\_\_ AS 39.52.190, Aiding a Violation Prohibited

The situation is as follows (please use a separate sheet for additional space): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I certify to the best of my knowledge that my statement is true, correct, and complete. In addition to any other penalty or punishment that may apply, the submission of a false statement is punishable under AS 11.56.200 - AS 11.56.240.

\_\_\_\_\_  
(Member Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name)

**Note:** Under AS 39.52.220, if the designated ethics supervisor or a majority of the board or commission, not including the disclosing member, determines that a violation of AS 39.52.110 – 39.52.190 will exist if the member continues to participate, the member shall refrain from voting, deliberating, or participating in the matter. A member will not be held liable under the Ethics Act for actions in accordance with such a determination so long as the member has fully disclosed all facts reasonably necessary to the determination and the attorney general has not advised the member, chair, or board or commission that the action is a violation. Disclosures and determinations must be forwarded to the State Ethics Attorney, Office of the Attorney General, Department of Law, 1031 West 4<sup>th</sup> Avenue, Suite 200, Anchorage, Alaska 99501-1994.