

Ouachita Parish School Board

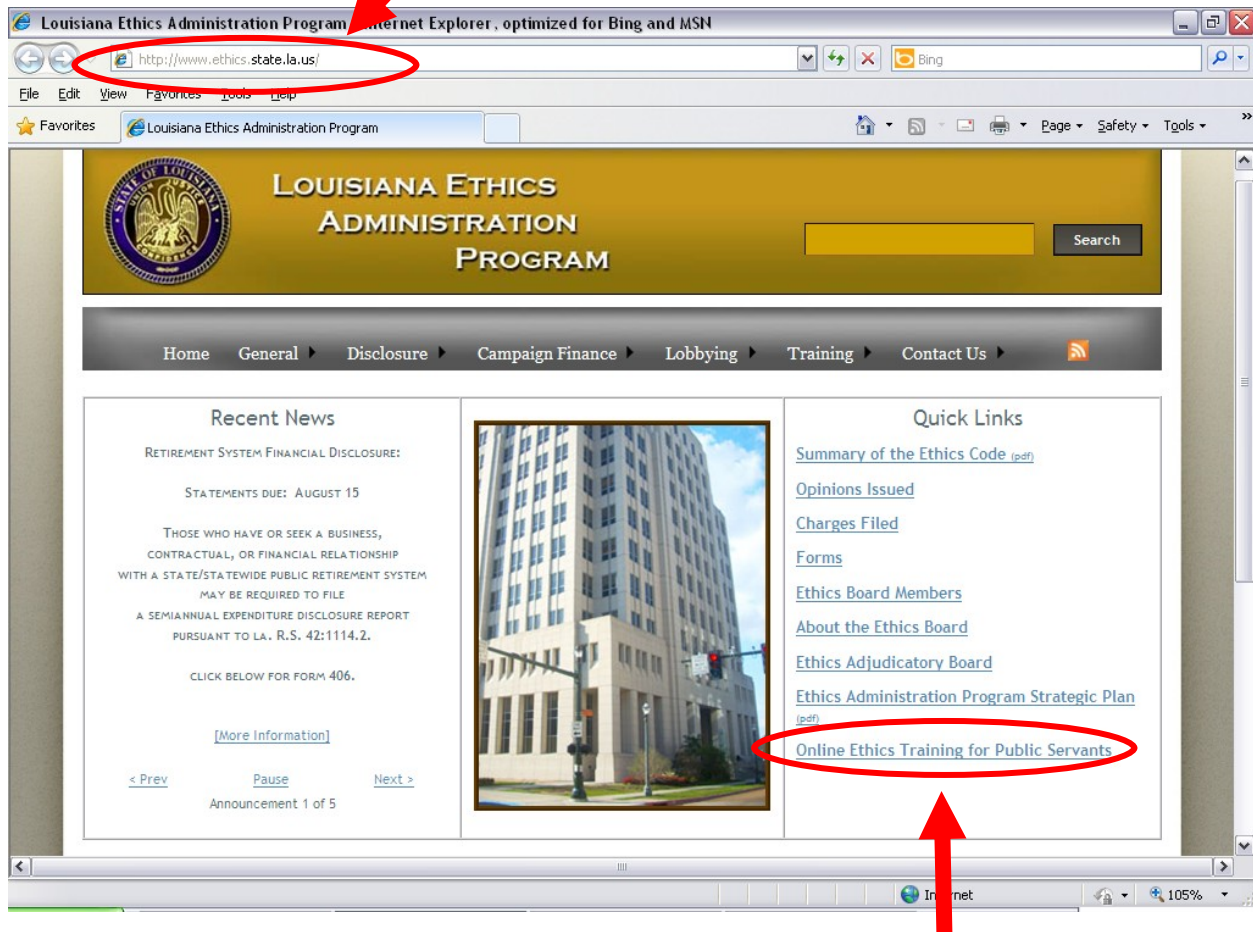
ETHICS TRAINING

**Instructions for
Online Completion
Mandatory 1 hour/year**

The Louisiana Ethics Administration provides means for anyone needing Ethics training to complete the 1-hour process online. The interactive seminars are broken into 20-minute sessions and can be completed at the participants convenience. Instructions for registering and participating in the sessions are described in this handout.

Enter the web address into your browser:


www.ethics.state.la.us



In the Quick Links area, **CLICK** on [Online Ethics Training for Public Servants](#).

Remember: The 20-minute sessions cannot be broken down further. If you do not complete the 20-minute session at one sitting, you will be taken back to the beginning when you log back in.

You can either sign in using your existing Username and Password or Register as a new user. If you have an existing account, skip to the bottom of the next page. If you cannot remember your log-in, use the Forgot Password link to reset your log-in. To register, **CLICK** [Register \(New User\)](#). Complete the form. Remember to make a note of your username and password because you will need it to log back in each year.



LOUISIANA ETHICS ADMINISTRATION PROGRAM

Current user: Mr. Dave Smead. [Log Out](#)

[Home](#) [Registration Information](#) [Training](#) [Contact Us](#)

Welcome to the Ethics On-line Training System

Note: Online training is provided on an individual basis. As such, you may register as only one person per email address. Once training is completed, our system will not allow a certificate to be printed under any person's name other than the one you provide initially upon registering.

Please Enter the Following Information to Gain Access to the On-line Training Seminars.

User Name / E-mail Address: [dsmead@opsb.net](#) [Update E-mail Address or Password.](#)

Name: Mr. Dave Smead [Update Name, Address, or Louisiana Bar Number](#)

Mailing Address: 100 Bry Street
Monroe, LA 71201

Louisiana Bar #:

Some training courses have been approved by the Louisiana Board of Legal Specialization to satisfy Mandatory Continuing Legal Education (MCLE) requirements. The courses that meet MCLE requirements will be denoted as such in the list of available courses. To obtain MCLE credit, you must enter your Louisiana Bar Number in the space provided. Course completions will be reported by the Ethics Administration to the MCLE Committee on a monthly basis.

Position(s) Held that Require Ethics Training ([Add / Edit Positions](#))

[Continue to Training Seminars](#)


Click here to go to training.

Louisiana Ethics Administration Program - Internet Explorer, optimized for Bing and MSN

<https://eap.ethics.la.gov/EthicsTraining/Training/CourseList.aspx>

File Edit View Favorites Tools Help

Louisiana Ethics Administration Program



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Available Training Courses

Online Training is for INDIVIDUAL USE ONLY.

[Ethics Training for Public Servants](#) [Ethics Training for Elected Officials](#) [Campaign Finance Training](#)

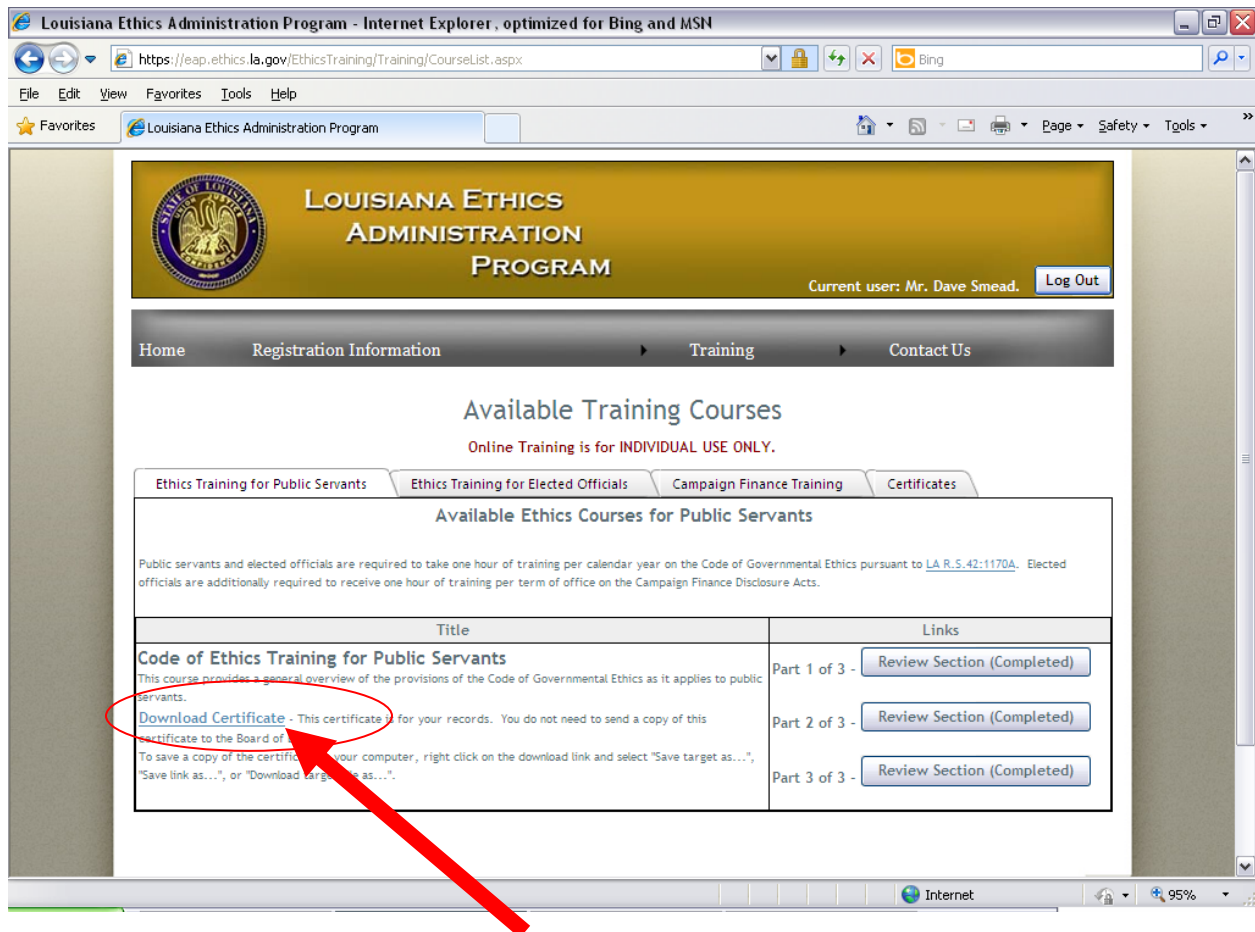
Available Ethics Courses for Public Servants

Public servants and elected officials are required to take one hour of training per calendar year on the Code of Governmental Ethics pursuant to LA 66:42:1170A. Elected officials are additionally required to receive one hour of training per term of office on the Campaign Finance Disclosure Acts.

Title	Links
Code of Ethics Training for Public Servants This course provides a general overview of the provisions of the Code of Governmental Ethics as it applies to public servants.	Part 1 of 3 - Begin Section Part 2 of 3 - You must complete the previous Part 3 of 3 - You must complete the previous

Click here to begin your first 20-minute session.

Done



Once all three sections are completed, CLICK to Download Certificate showing you have completed the course. Give the certificate to your Principal, Supervisor, or Director to be kept on file for one year, at which time the training will need to be repeated.

NOTICE: ETHICS TRAINING IS REQUIRED ANNUALLY BY CALENDAR YEAR. FAILURE TO COMPLY WITH ETHICS TRAINING MANDATES CAN RESULT IN FINES UP TO \$10,000.

*This handout was prepared for employees of the
Ouachita Parish School System
to be utilized in order to comply with the annual
one-hour Ethics training mandate.*

For questions or information, contact:

**Kelly Smith, Ethics Liaison
Administrative Assistant to Chief of Staff
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318-432-5225**