

Revolving Door GENERAL INSTRUCTIONS

State Employee or Former State Employee

Certain employees of the Treasurer's Office have been notified that they are subject to the revolving door provisions of the State Officials and Employees Ethics Act (Ethics Act). To comply with this Act, these employees must notify the Office of the Executive Inspector General for the Office of the Treasurer ("OEIG") by completing a Revolving Door Notification of Non-State Employment Offer **BEFORE** accepting an offer of non-State government employment while employed by the Office of the Treasurer or within a one-year period after the employee leaves for non-State employment.

The OEIG will determine whether you, as an employee or former employee of the State Treasurer are prohibited from accepting a non-State employment offer under the restrictions of the Ethics Act within 10 calendar days from the receipt of **ALL** necessary information and documentation required in the notification form (including required signatures of the Division Head and the Ethics Officer).

An individual's notification to the OEIG is not considered complete until all required information has been provided to the OEIG. Once a decision has been made, you, the Treasurer, the Attorney General and the Executive Ethics Commission ("EEC") will be notified in writing of the determination. You or the Attorney General may appeal the decision, within ten 10 days, to the EEC.

Failure to provide all required information may result in a determination that the individual is restricted from accepting the employment offer.

All fully completed forms, statements, signatures and attachments must be hand delivered, mailed, or emailed to:

Office of the Executive Inspector General
Attn: Revolving Door Determinations
Illinois State Treasurer
Marine Bank Building
1 East Old State Capitol Plaza
Springfield, IL 62701
Email Address: oeig@illinoistreasurer.gov

If you have any questions or require assistance to complete the paperwork please contact:

Heather A. Stone
Executive Inspector General
(217) 557-1972
HStone@illinoistreasurer.gov

or
Laura Duque
Ethics Officer
(312) 814-3573
LDuque@illinoistreasurer.gov