

AGENCY NAME:	State Ethics Commission		
AGENCY CODE:	R520	SECTION:	110

Fiscal Year 2015-16 Accountability Report

SUBMISSION FORM

AGENCY MISSION	<p>The State Ethics Commission is an agency of state government responsible for the enforcement of the Ethics Reform Act of 1991. Our mission is to restore public trust in government. The Commission's mandate is to ensure compliance with the state's laws on financial disclosure, lobbyist/lobbyist's principal disclosure and campaign disclosure; regulate lobbyists and lobbying organizations; issue advisory opinions interpreting the statute; educate public officeholders and the public on the requirements of the state's ethics laws; conduct criminal and administrative investigations of violations of the state's ethics laws; and prosecute violators either administratively or criminally.</p>
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AGENCY VISION	<p>Public policy developed by elected officials affects every citizen of the State, and it must be based on honest and fair deliberations and decisions. To preserve and maintain the integrity of the governmental policy-making process in South Carolina, it is necessary that the identity, expenditures, and lobbying of certain persons who engage in efforts to influence any public official or public employee be publicly and regularly disclosed. The State Ethics Commission works to restore public trust in the governmental institutions and the political and governmental processes.</p>
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Please state yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.


RESTRUCTURING RECOMMENDATIONS:	No
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Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Ami R. Franklin	803-253-4192	ami@ethics.sc.gov
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I have reviewed and approved the enclosed FY 2015-16 Accountability Report, which is complete and accurate to the extent of my knowledge.

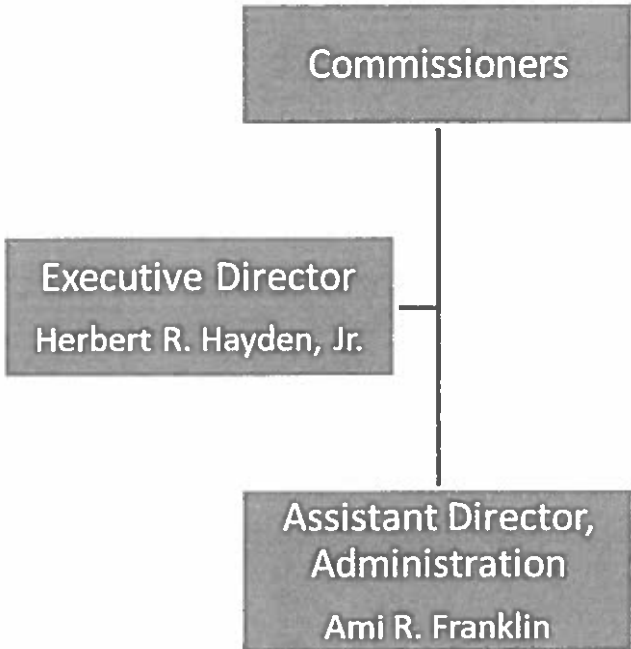
AGENCY DIRECTOR (SIGN AND DATE):	
(TYPE/PRINT NAME):	Herbert R. Hayden, Jr.

BOARD/CMSN CHAIR (SIGN AND DATE):	
(TYPE/PRINT NAME):	James I. Warren, III

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AGENCY'S DISCUSSION AND ANALYSIS

ORGANIZATION CHART



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AGENCY'S DISCUSSION AND ANALYSIS

The General Assembly established the State Ethics Commission's mandate to restore public trust in governmental institutions and the political and governmental processes. The State Ethics Commission's mission is established by the statutory provisions of the Ethics Reform Act of 1991, Sections 2-17-5, et. seq., and 8-13-100, et. seq., Code of Laws for South Carolina, 1976, as amended.

The State Ethics Commission has one program, Administration. This program encompasses four distinct areas of responsibility of the Ethics, Government Accountability and Campaign Reform Act of 1991: lobbying registration and disclosure; ethical rules of conduct; financial disclosure; and campaign practices and disclosure. Three of the four areas are driven by disclosure and now that all disclosure is done electronically, the Ethics Act needs to reflect that change throughout the Act.

Enforcement of the very complex Ethics Reform Act is one of the major challenges before the State Ethics Commission. Over the last few years, citizens' and state agencies' concern with public corruption and violations of the state's ethics laws have caused increased investigative and non-compliance caseloads. The Commission's mandate requires close analysis of critical issues of which the outcomes have significant impacts on the lives of the affected individuals, to include criminal prosecution. As the number of complaints and forms filed has increased each year, the need for additional staff increases.

This mandate coupled with personnel and equipment needs, and limited funds, are major barriers to the fulfillment of the agency's mission and goals. The Commission must ensure that the latest technological advances are taken into account to balance the technology versus personnel scale. The security of technology and personnel are major concerns. The Commission collects large

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quantities of data that must be securely maintained. Commissioners and staff deal with issues with the potential to enrage individuals, so personnel security must be a goal.

One highlight of 2016 was some changes to the Ethics Act. As of April 1, 2017 the State Ethics Commission will be responsible for investigating complaints involving Senate members, Senate candidates, House Members, and House candidates.

Another highlight of 2016 was getting the appropriations and authority from the legislature for another full-time investigator to be hired. This was accomplished in September 2015.

RISK ASSESSMENT AND MITIGATION STRATEGIES

The most important goal of our Strategic Plan is efficient and effective enforcement of the Ethics Act. Three of the four areas of responsibility of the State Ethics Commission are driven by disclosure. As of May 2010, all disclosures and reports were required to be filed electronically through our website. Staff has worked during the 2013, 2014, 2015, and 2016 legislative sessions to amend those sections of the Ethics Act that reflect a paper filing requirement; however, this objective has not been met. For example, Section 8-13-1310 requires that persons required to file certified campaign reports must file those reports with the appropriate supervisory office. In addition, the Ethics Committees of the Senate and the House of Representatives must forward a copy of each statement filed with them to the State Ethics Commission within five business days of receipt. This statute is contradictory to Section 8-13-365 which mandates the electronic filing of reports. Without changes to the legislation listed below, the State Ethics Commission is violating its own statutes.

LOBBYING

- 2-17-20(A)
- 2-17-25(A)
- 2-17-30(A)

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2-17-35(A)
2-17-40

DISCLOSURE OF ECONOMIC INTERESTS

8-13-1110
8-13-1120
8-13-1145
8-13-1170

CAMPAIGN DISCLOSURE

8-13-1320(1)
8-13-1337
8-13-1364
8-13-1530

MISCELLANEOUS

8-13-360
8-13-780(B)

NEED TO REPEAL:

8-13-1160
8-13-1180
8-13-1310
8-13-1350
8-13-1358
8-13-1362
8-13-1366

The General Assembly can help the State Ethics Commission resolve this issue before it becomes a crisis by passing legislation to help fix these discrepancies within our statute. In addition, to effectively enforce the Ethics Act, the General Assembly can help our agency by passing the above legislation concerning Chapter 17, Title 2. This will change the lobbyist and lobbyist's principal disclosure dates to more accurately coincide with the Legislative Session so that the public knows the amount of money being spent on lobbying in South Carolina. Amending Sections 2-17-20 and 2-17-25 would increase the lobbying fees per lobbyist and principal to \$200 per calendar year.

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In addition to these code sections that have previously been submitted for amendment, the State Ethics Commission would like to see Proviso 118.6 of the FY2017 Budget Appropriations amended or added to the statute to include instructions for the Commission to levy late filing penalties for the below reports and instructions to the Commission on what to do with the information once it is received from the agencies.

This proviso states:

118.6. (SR: Prohibits Public Funded Lobbyists) All state agencies and institutions are prohibited from using general fund appropriations to compensate employees who engage in lobbying on behalf of the state agency or institution. The State Ethics Commission shall require state agencies and institutions that report lobbying activities to the commission to certify that the lobbying activities were not funded by general fund appropriations.

All state agencies and institutions are prohibited from entering into contracts using general fund appropriations to provide lobbying services to the agency or institution.

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Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
G	1			Government and Citizens	More efficient and effective enforcement of the SC Ethics Laws
S		1.1			Legislative changes to the Ethics Reform Act to reflect the mandated electronic filing of all data.
O			1.1.1		Work with legislative staff to find a sponsor for legislation to only amend those sections of the Ethics Act that reflect a paper filing requirement.
O			1.1.2		Legislation failed during the 2013, 2014, 2015 and 2016 sessions. Staff will begin work for the 2017 legislation session in December 2016.
S		1.2			Timely investigate complaint matters and conduct complete random audits on various candidates.
O			1.2.1		Increase the number of investigators as the number of complaints rises each year and add one auditor to ensure full compliance with the campaign finance disclosure requirements.
O			1.2.2		Employ a second full-time investigator.
O			1.2.3		Employ an auditor whose sole function is the review of campaign finance reports.
O			1.2.4		Reduce the investigative time by the equitable distribution of complaints between investigators.
O			1.2.5		Review campaign finance reports immediately following deadlines.
G	2			Maintaining Safety, Integrity and Security	Provide a safe, secure environment for Commissioners, staff, public and all data collected by the Commission.
S		2.1			Create a safe, secure office for staff and Commissioners on a day-to-day basis and for public meeting dates.
O			2.1.1		Re-design the office lobby to ensure entry is controlled through a locking system.
O			2.1.2		Re-design the lobby and filing room to provide a waiting area for the complainants, respondents and witnesses who attend Commission meetings and hearings.
-		2.2			Ensure the secure collection and retention of all data electronically filed with the Commission, as well as other information received.
-			2.2.1		New computers would utilize the most current security aware design techniques, as well as the most current hardware devices designed to protect computer systems.
-			2.2.2		Secure the premises to ensure that the complaints remain confidential during the investigation and after depending on the outcome.

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Performance Measurement Template

Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)
1	Number of complaints pending at the close of FY2016	100	163	100	July 1 - June 30	Compliance Report	monthly/ yearly	All complaints filed in previous year plus pending complaints minus complaints resolved.
2	Annual collection of late filing penalties	\$240,000	\$232,000	\$250,000	July 1 - June 30	Compliance Report	monthly/ yearly	Collections in house and through the SC Department of Revenue (DOR)
3	Secured data filed electronically and on paper	0 hacks	0 hacks	0 hacks	July 1 - June 30	DIT Reporting	per occurrence	In light of DDR's hacking experience, all state agencies have been working with the SC Division of Technology regarding their data security.
4	Secure the public space of the Ethics Commission to ensure the safety of staff, Commissioners and the public	0 Incidents	0 Incidents	0 Incidents	July 1 - June 30	Institutional Knowledge	per occurrence	Being a law enforcing agency, the State Ethics Commission wishes to proactively address the issue of work-place violence due to the nature of our work in conducting hearings and issuing late filing penalties.

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Program Template

Program/Title	Purpose	FY 2015-16 Expenditures (Actual)			FY 2016-17 Expenditures (Projected)			TOTAL	Associated Objective(s)
		General	Other	Federal	General	Other	Federal		
Administration	Funding source for carrying out the investigation and enforcement of the Commission's statutory mandate to include compliance with financial disclosure, lobbyists/lobbyists' principal disclosure, campaign disclosure and rules of conduct. The mandate also includes regulating lobbying, issuing advisory opinions interpreting the Ethics Reform Act and finally educating covered individuals, entities and the public on the requirements of the Ethics Reform Act.	\$ 740,610	\$ 183,133	\$ -	\$ 923,743	\$ 910,000	\$ 200,000	\$ 1,110,000	1.1.1, 1.1.2, 1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 2.1.1, 2.1.2, 2.2.1, 2.2.2
		\$ -			\$ -			\$ -	

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Associated Program(s)
1	2-17-5	State	Statute	Transfer of duties and powers from Secretary of State to State Ethics Commission.	Administration
2	2-17-10	State	Statute	Definitions.	Administration
3	2-17-15	State	Statute	Persons prohibited from serving as lobbyist; application of section.	Administration
4	2-17-17	State	Statute	Bodies which contract with outside lobbyists must mail copies of lobbyists' disclosure statements and reports to home addresses of members; use of funds therefor.	Administration
5	2-17-20	State	Statute	Registration of lobbyists; notice of termination of lobbying activities; supplemental registration statements; list of lobbyists; recording keeping requirements; reregistration requirements.	Administration
6	2-17-25	State	Statute	Registration of Lobbyist's principal; notice of termination of lobbying authority; supplemental registration statements; list of lobbyist's principal; recording keeping requirements; reregistration requirements.	Administration
7	2-17-30	State	Statute	Lobbyist's reporting of lobbying activities.	Administration
8	2-17-35	State	Statute	Lobbyist's principal's reporting of lobbying expenditures	Administration
9	2-17-40	State	Statute	Report of lobbying activities of state agency or department.	Administration
10	2-17-45	State	Statute	Reports required of certain entities which rank or rate actions, votes or failures to act or vote of certain public officials.	Administration
11	2-17-50	State	Statute	State Ethics Commission to enforce filing requirements of chapter and to assess penalties for failure to file; filing of required reports and payment of fine constitutes compliance; payment of fine without filing not to excuse or exempt person from filing requirements.	Administration
12	2-17-60	State	Statute	Duties of State Ethics Commission.	Administration
13	2-17-65	State	Statute	Review of reports for compliance; audits of lobbyists and principals; procedure upon failure to file required information after notice.	Administration
14	2-17-70	State	Statute	Repealed July 1, 1993.	Administration
15	2-17-80	State	Statute	Acts prohibited of lobbyists; acts prohibited of public officials and employees; exceptions.	Administration
16	2-17-90	State	Statute	Acts prohibited of lobbyists' principals; acts prohibited of public officials and employees; exceptions; disclosure requirements.	Administration
17	2-17-100	State	Statute	Public officials and employees not to receive compensation for speaking before audiences; exception and rules for payment of expenses.	Administration

18	2-17-110	State	Statute	Additional acts prohibited of lobbyists and lobbyists' principals, public officials, and public employees.	Administration
19	2-17-120	State	Statute	Suspension of lobbyist upon indictment for violation of provision of this chapter.	Administration
20	2-17-130	State	Statute	Penalties for violation of provisions of this chapter.	Administration
21	2-17-140	State	Statute	Groundless allegations of violations to be stricken from public record; penalties for willful filing of groundless complaint.	Administration
22	2-17-150	State	Statute	Statute of limitations for prosecuting violation of provision of this chapter.	Administration
23	8-13-100	State	Statute	Definitions.	Administration
24	8-13-120	State	Statute	Fee for educational and training programs	Administration
25	8-13-130	State	Statute	Levying enforcement or administrative fee on persons in violation; use of fee.	Administration
26	8-13-140	State	Statute	Retention of funds derived from additional assessments associated with late filing fees.	Administration
27	8-13-150	State	Statute	Carrying forward unexpended lobbyist and lobbyist's principals registration fees.	Administration
28	8-13-310	State	Statute	State Ethics Commission reconstituted; members; terms of office; officers; quorum requirements; meetings; per diem; mileage, and subsistence for members.	Administration
29	8-13-320	State	Statute	Duties and powers of State Ethics Commission.	Administration
30	8-13-325	State	Statute	Use of registration fines and fees.	Administration
31	8-13-330	State	Statute	Executive director of commission; restrictions on political activities of members, employees and staff of commission.	Administration
32	8-13-340	State	Statute	Annual report of commission.	Administration
33	8-13-350	State	Statute	Ethics brochure to be provided to public officials, members, and employees.	Administration
34	8-13-360	State	Statute	Statements and reports filed with commission open for public inspection.	Administration
35	8-13-365	State	Statute	Electronic filing deadline.	Administration
36	8-13-700	State	Statute	Use of official position or office for financial gain; disclosure of potential conflict of interest	Administration
37	8-13-705	State	Statute	Offering, giving, soliciting, or receiving anything of value to influence action of public employee, member or official, or to influence testimony of witness; exceptions; penalty for violation	Administration
38	8-13-710	State	Statute	Reporting of particular gifts received by public employee, official, or member on statement of economic interests.	Administration
39	8-13-715	State	Statute	Speaking engagements of public officials, members or employees; only expense reimbursement permitted; authorization for	Administration
40	8-13-720	State	Statute	Offering, soliciting, or receiving money for advice or assistance of public official, member or employee	Administration

41	8-13-725	State	Statute	Use or disclosure of confidential information by public official, member, or employee for financial gain	Administration
42	8-13-730	State	Statute	Membership on or employment by regulatory agency of person associated with regulated business	Administration
43	8-13-735	State	Statute	Participation in decision affecting personal economic interests by one employed by and serving on governing body of governmental entity	Administration
44	8-13-740	State	Statute	Representation of another by a public official, member, or employee before a governmental entity	Administration
45	8-13-745	State	Statute	Paid representation of clients and contracting by member of General Assembly or associate in particular situations	Administration
46	8-13-750	State	Statute	Employment, promotion, advancement, or discipline of family member of public official, member, or employee	Administration
47	8-13-755	State	Statute	Restrictions on former public official, member, or employee serving as lobbyist or accepting employment in field of former service	Administration
48	8-13-760	State	Statute	Employment by government contractor of former public official, member, or employee who was engaged in procurement	Administration
49	8-13-765	State	Statute	Use of government personnel or facilities for campaign purposes; government personnel permitted to work on campaigns on own time	Administration
50	8-13-770	State	Statute	Members of General Assembly prohibited from serving on state boards and commissions; exceptions	Administration
51	8-13-775	State	Statute	Public official, member, or employee with official function related to contracts not permitted to have economic interest in contracts	Administration
52	8-13-780	State	Statute	Remedies for breaches of ethical standards by public officials, members, or employees	Administration
53	8-13-785	State	Statute	Communication by elected official with state board or commission on behalf of constituent	Administration
54	8-13-790	State	Statute	Recovery of amounts received by official or employee in breach of ethical standards; recovery of kickbacks	Administration
55	8-13-795	State	Statute	Receipt of award, grant, or scholarship by public official or family	Administration
56	8-13-1110	State	Statute	Persons required to file statement of economic interests	Administration
57	8-13-1120	State	Statute	Contents of statement of economic interests	Administration
58	8-13-1125	State	Statute	Exception to reporting requirement for events to which entire legislative body invited	Administration
59	8-13-1127	State	Statute	Legislative invitations committees to keep records of invitations accepted; public inspection	Administration
60	8-13-1130	State	Statute	Report on names of, and purchases by, lobbyists	Administration
61	8-13-1140	State	Statute	Filing of updated statement	Administration
62	8-13-1150	State	Statute	Filing of statement by certain consultants	Administration
63	8-13-1160	State	Statute	Forwarding of copies of statement to State Ethics Commission and filing person's county of residence	Administration
64	8-13-1170	State	Statute	Technical violations of disclosure requirements; extensions of time for filing statements	Administration
65	8-13-1180	State	Statute	Soliciting of contributions by elective official or agent from employees; favoritism by public official or employee towards employees making contributions	Administration
66	8-13-1300	State	Statute	Definitions	Administration
67	8-13-1302	State	Statute	Maintenance of records of contributions, contributors, and expenditures	Administration

68	8-13-1304	State	Statute	Committees receiving and spending funds to influence elections required to file statement of organization	Administration
69	8-13-1306	State	Statute	Contents of statement of organization	Administration
70	8-13-1308	State	Statute	Filing of certified campaign reports by candidates and committees	Administration
71	8-13-1309	State	Statute	Filing of certified campaign reports by ballot measure committee	Administration
72	8-13-1310	State	Statute	Recipients of certified campaign reports and copies thereof; State Ethics Commission review	Administration
73	8-13-1312	State	Statute	Campaign bank accounts	Administration
74	8-13-1314	State	Statute	Campaign contribution limits and restrictions	Administration
75	8-13-1316	State	Statute	Restrictions on campaign contributions received from political parties	Administration
76	8-13-1318	State	Statute	Acceptance of contributions to retire campaign debt; limits; reporting requirements	Administration
77	8-13-1320	State	Statute	Contributions within specified period after primary, special, or general election attributed to that primary or election	Administration
78	8-13-1322	State	Statute	Dollar limits on contributions to committees	Administration
79	8-13-1324	State	Statute	Anonymous campaign contributions	Administration
80	8-13-1326	State	Statute	Loans to candidates considered contributions; limitations; exceptions	Administration
81	8-13-1328	State	Statute	Limits on repayment of loans from candidate or family members to campaign	Administration
82	8-13-1330	State	Statute	Contributions by spouses or parent and child	Administration
83	8-13-1331	State	Statute	Affiliated Committees	Administration
84	8-13-1332	State	Statute	Unlawful contributions and expenditures	Administration
85	8-13-1333	State	Statute	Not-for-profit corporations solicitation guidelines	Administration
86	8-13-1334	State	Statute	Certain solicitation of contributions by corporations and organizations from employees not unlawful	Administration
87	8-13-1336	State	Statute	Accepting or soliciting contributions on State Capitol grounds or in official residence prohibited; exception for contributions by mail	Administration
88	8-13-1338	State	Statute	Persons prohibited from soliciting contributions	Administration
89	8-13-1340	State	Statute	Restrictions on contributions by one candidate to another	Administration
90	8-13-1342	State	Statute	Restrictions on contributions by contractor to candidate who participated in awarding of contract	Administration
91	8-13-1344	State	Statute	Contributions by public utilities; seeking endorsement in return for contribution; discrimination by employers based on contributions; reimbursement for contributions	Administration
92	8-13-1346	State	Statute	Use of public funds, property, or time to influence election prohibited; exceptions	Administration
93	8-13-1348	State	Statute	Use of campaign funds for personal expenses; certain expenditures to be in writing; expenditures not to exceed fair market value; petty cash funds	Administration
94	8-13-1350	State	Statute	Prohibition of use of funds for campaign for one office to further candidacy of same person for different office	Administration
95	8-13-1352	State	Statute	Exception to prohibition of use of funds for campaign for one office to further candidacy of same person for different office	Administration
96	8-13-1354	State	Statute	Identification of person independently paying for election-related communication; exemptions	Administration
97	8-13-1356	State	Statute	Filing of statement of economic interests by candidates for public office	Administration
98	8-13-1358	State	Statute	Format of certified campaign reports	Administration
99	8-13-1360	State	Statute	Contribution and expenditure reporting form; contents	Administration

100	8-13-1362	State	Statute	Filing of statement of inactivity by candidate or committee having no contributions or expenditures to report	Administration
101	8-13-1364	State	Statute	Sending of notice of obligation to report and forms	Administration
102	8-13-1366	State	Statute	Public availability of certified campaign reports	Administration
103	8-13-1368	State	Statute	Termination of campaign filing requirements; dissolution of committees; final report	Administration
104	8-13-1370	State	Statute	Use of unexpended contributions by candidate after election; distribution of unexpended funds of committee	Administration
105	8-13-1371	State	Statute	Use of funds by ballot measure committee	Administration
106	8-13-1372	State	Statute	Technical violations of rules on campaign reports	Administration
107	8-13-1373	State	Statute	Budget and Control Board must defend action	Administration
108	8-13-1374	State	Statute	Richland County designated as site of failure to file	Administration
109	8-13-1510	State	Statute	Penalty for late filing of or failure to file report or statement required by this chapter	Administration
110	8-13-1520	State	Statute	Violation of chapter constitutes misdemeanor; violation not necessarily ethical infraction	Administration
111	52-100	State	Regulation	State Ethics Commission	Administration
112	52-201	State	Regulation	Purpose and Scope	Administration
113	52-202	State	Regulation	Severability	Administration
114	52-203	State	Regulation	Definitions	Administration
115	52-204	State	Regulation	Official Forms and Documents	Administration
116	52-205	State	Regulation	Date of Filing with the Commission Defined	Administration
117	52-206	State	Regulation	Method of Service	Administration
118	52-207	State	Regulation	Effect of Signature	Administration
119	52-208	State	Regulation	Computation of Time	Administration
120	52-209	State	Regulation	Motions and Other Papers	Administration
121	52-210	State	Regulation	Notice of Representation	Administration
122	52-211	State	Regulation	Subpoenas	Administration
123	52-212	State	Regulation	Amendments to Forms	Administration
124	52-301	State	Regulation	Advisory Opinions, Generally	Administration
125	52-302	State	Regulation	Informal Advisory Opinions	Administration
126	52-303	State	Regulation	Formal Advisory Opinions	Administration
127	52-401	State	Regulation	General	Administration
128	52-402	State	Regulation	Lobbyist's and Lobbyist's Principal registration, termination, supplemental registration, record keeping, and reregistration requirements	Administration
129	52-403	State	Regulation	Lobbyists and Lobbyist's Principal reporting requirements	Administration
130	52-404	State	Regulation	Registration of Rating or Ranking Entities	Administration
131	52-405	State	Regulation	Administrative enforcement of registration and reporting of lobbyists, lobbyist's principals and rating entities activities and expenditures	Administration
132	52-501	State	Regulation	General	Administration
133	52-502	State	Regulation	Responsibility of Persons accepting declarations of candidacy or petitions for nomination	Administration
134	52-503	State	Regulation	Committees receiving or spending funds to influence elections must register	Administration
135	52-504	State	Regulation	Candidate's and Committee's Campaign Reports	Administration
136	52-505	State	Regulation	Committees registered with the Federal Election Commission	Administration

137	52-506		State	Regulation	Administrative Enforcement of Candidate's and Committee's registration and reporting requirements	Administration
138	52-601		State	Regulation	General	Administration
139	52-602		State	Regulation	Persons Required to File Statements of Economic Interests and Agencies Required to file Contract Disclosure Forms	Administration
140	52-603		State	Regulation	Confidential Statements of Economic Interests	Administration
141	52-604		State	Regulation	Reporting by persons not required to file a Statement of Economic Interest	Administration
142	52-605		State	Regulation	Approval for Out-of-State Expenses	Administration
143	52-606		State	Regulation	Consultant's Disclosure Forms	Administration
144	52-607		State	Regulation	Candidates and Incumbents Statement's of Economic Interests	Administration
145	52-608		State	Regulation	Administrative Enforcement	Administration
146	52-701		State	Regulation	General	Administration
147	52-702		State	Regulation	Initiating a Complaint	Administration
148	52-703		State	Regulation	Parties to the proceeding	Administration
149	52-704		State	Regulation	Complaint Procedures	Administration
150	52-705		State	Regulation	Investigation of Complaints	Administration
151	52-706		State	Regulation	Amendment and Withdrawal of Complaint	Administration
152	52-707		State	Regulation	Hearing notice	Administration
153	52-708		State	Regulation	Request for Remediation	Administration
154	52-709		State	Regulation	Respondent's Answer to Complaint	Administration
155	52-710		State	Regulation	Discovery	Administration
156	52-711		State	Regulation	Admission of Expert's Reports and other forms of written evidence	Administration
157	52-712		State	Regulation	Presentation of Evidence	Administration
158	52-713		State	Regulation	Conduct of Hearings	Administration
159	52-714		State	Regulation	Burden of Proof	Administration
160	52-715		State	Regulation	Continuance, Postponement and Adjournment	Administration
161	52-716		State	Regulation	Final Disposition and Order	Administration
162	52-717		State	Regulation	Record of Hearing and Transcripts	Administration
163	52-718		State	Regulation	Confidentiality of Proceedings	Administration
164	52-801		State	Regulation	Filing an Appeal	Administration
165	52-802		State	Regulation	Notice of Appellate Hearing	Administration
166	52-803		State	Regulation	Briefs	Administration
167	52-804		State	Regulation	Oral Argument	Administration
168	52-805		State	Regulation	Composition of the Panel for Full Commission Review	Administration
169	52-806		State	Regulation	Standard of Review	Administration
170	52-807		State	Regulation	Additional Evidence	Administration
171	52-901		State	Regulation	General	Administration
172	52-902		State	Regulation	Requirements of Trust Instrument	Administration
173	52-903		State	Regulation	Effect	Administration
174	52-1001		State	Regulation	Repeal of Existing Regulations and Adoption of Articles 1 through 10, inclusive	Administration

Agency Name: **State Ethics Commission** Section: **110**

Agency Code: **RS20**

Divisions or Major Programs		Description	Service/Product Provided to Customers	Customer Segments	Specify only for the following Segments: (1) Industry Name; (2) Professional Organization Name; (3) Public Demographics.
Administration	Created by Section 8-13-310 to establish and enforce certain rules of ethical conduct for public officials and employees, to establish rules for election campaign finance practices, and to provide for disclosure of economic interests and to administer the lobbyist portion of the Ethics Reform Act of 1991.	Public Disclosure section of website that contains reports filed by lobbyists, lobbyist's principals, public, elected, and appointed officials under our jurisdiction. Ability to file complaints for violations of the Ethics Reform Act.	General Public	All South Carolinians, news media, and any citizen outside of South Carolina seeking information about public officials, employees, lobbyists, or elected officials' campaign finance and economic interests	
Administration	Created by Section 8-13-310 to establish and enforce certain rules of ethical conduct for public officials and employees, to establish rules for election campaign finance practices, and to provide for disclosure of economic interests and to administer the lobbyist portion of the Ethics Reform Act of 1991.	Training in Ethics Reform Act	Executive Branch/State Agencies		
Administration	Created by Section 8-13-310 to establish and enforce certain rules of ethical conduct for public officials and employees, to establish rules for election campaign finance practices, and to provide for disclosure of economic interests and to administer the lobbyist portion of the Ethics Reform Act of 1991.	Training in Ethics Reform Act	Professional Organization	School Board Association, Municipal Association, Association of Counties, Sheriff's Association, or any association that requests.	
Administration	Created by Section 8-13-310 to establish and enforce certain rules of ethical conduct for public officials and employees, to establish rules for election campaign finance practices, and to provide for disclosure of economic interests and to administer the lobbyist portion of the Ethics Reform Act of 1991.	Online support to help file required reports	Local Govts.		
Administration	Created by Section 8-13-310 to establish and enforce certain rules of ethical conduct for public officials and employees, to establish rules for election campaign finance practices, and to provide for disclosure of economic interests and to administer the lobbyist portion of the Ethics Reform Act of 1991.	Online support to help file required reports	School Districts		
Administration	Created by Section 8-13-310 to establish and enforce certain rules of ethical conduct for public officials and employees, to establish rules for election campaign finance practices, and to provide for disclosure of economic interests and to administer the lobbyist portion of the Ethics Reform Act of 1991.	Online support to help file required reports	Executive Branch/State Agencies		

Agency Name: **State Ethics Commission**

Agency Code: **R520** Section: **110**

Name of Partner Entity (SLED)		Type of Partner Entity	Description of Partnership	Associated Objective(s)	Partner
		State Government	Assist with investigations as needed	1.2.1, 1.2.4	
SC Attorney General's Office	State Government	State Government	Assist with investigations as needed and refer for prosecution when appropriate	1.2.1, 1.2.4	
SC State Election Commission	State Government	State Government	Share information regarding elections and candidates for public office (Candidates' Rosters, Cancellation of Elections, Statements of Intention of Candidacy)	1.1.1, 1.2.5	
SC Department of Revenue	State Government	State Government	Participate in DOR's Setoff Debt and Governmental Entity Accounts Receivable (GEAR) programs to assist with debt collection.	2.2.1	
SC Division of Technology	State Government	State Government	IT services and network security	1.2.3, 1.2.5, 2.2.1, 2.2.2	
Solicitor's Offices	Local Government	Local Government	Refer for prosecution when appropriate	1.2.1, 1.2.4	
South Carolina Interactive, LLC.	Private Business Organization	Private Business Organization	Host website and maintain/update Online Filing System for candidates, elected officials, appointed officials, and public employees	1.2.3, 1.2.5, 2.2.1	

Agency Name: **State Ethics Commission**

Agency Code: **0520** Section: **110**

Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
1	Restructuring & 7 year Plan Report	House Legislative Oversight Committee	State	Annually	January 12, 2016	Accountability Information	Legislative Website
2	Accountability Report	Executive Budget Office on behalf of the General Assembly	State	Annually	September 15, 2016	Accountability Information	Executive Budget Office Website

Report Template

