



TEXAS MILITARY FORCES
JOINT FORCE HEADQUARTERS
TEXAS MILITARY DEPARTMENT
POST OFFICE BOX 5218
AUSTIN, TX 78763-5218
512-782-5001

NGTX-GC

5 August 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: (JFTX P15-15) Commander's Ethics Policy

1. References. See enclosure.
2. Applicability. This policy applies to all employees of the Texas Military to include the Texas National Guard (TXNG), the Texas State Guard (TXSG), the Texas Military Department (TMD), and all federal and state permanent or temporary civilians or contracted employees.
3. Purpose. To set the highest of professional standards for employees of this organization by creating, maintaining and enhancing the public trust necessary to successfully execute the military requirements of the Nation and State.
4. Policy.
 - a. The Texas Military has developed a time-honored reputation of trustworthiness both inside and outside the borders of the State of Texas because our organization makes conscious decisions to do the right things for the right reasons. This reputation of trustworthiness has taken decades to build and is engrained in our culture. This culture of trust has enabled us to superbly serve both the Nation and State in times of peace and in times of war. The service we perform each day is enabled by this public trust. Trust is hard to earn and easy to lose. It is the duty of every member of this organization to faithfully observe and uphold applicable ethics laws and regulations. By doing so, we hold ourselves to the highest level of integrity creating the public trust that is necessary in an organization like our own.
 - b. Integrity is the keystone to the bond of trust that we enjoy with the American public and the citizens of Texas. Each member of our organization is responsible for demonstrating the characteristics of personal integrity and conveying those characteristics upon subordinates, co-workers, defense contractors, and the general public.

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c. It is vital that leaders foster an organizational climate that develops subordinates to think, act, and to succeed within a framework of ethical conduct and integrity. Every leader will make ethics an important part of their leadership programs. Ethics rules are complex. Common sense and good judgment alone, although important, will not ensure our compliance. Whenever there is doubt as to the ethical implications of an action (such as when offered a gift, or considering employment with a defense contractor) talk to your supervisor or contact an ethics counselor in your servicing legal office for assistance. If asked to attend ethics training or to complete or review a financial disclosure report, attend to the task promptly and conscientiously. Ethics and integrity are not stand-alone requirements, they are an integral part of this organization.

d. It is the policy of this organization that employees shall not have a direct or indirect interest, including financial and other interests, or engage in a business transaction or professional activity, or incur any obligation of any nature that is in substantial conflict with the proper discharge of the their duties. Full time new hires shall complete ethics training within 30 days of their initial employment, and thereafter, annually.

e. In order to assist in ethics program compliance, the Adjutant General's Ethics Office will assist supervisors across the organization in understanding the organization's ethical requirements. Questions regarding ethics may be directed to the State Ethics Counselor at 512-782-5057, email at ng.tx.txarng.mbx.ethics@mail.mil, or by visiting the Adjutant General's webpage at <https://txmf.us/> and clicking on the Adjutant General's Ethics Office tab.

5. This policy is effective immediately and supersedes all previous ethics policies. This memorandum will expire 2 years from the effective date of publication unless sooner rescinded or superseded.

6. The point of contact for this policy is the General Counsel at 512-782-5057.

Encl
as


JOHN F. NICHOLS
Major General, TXANG
Adjutant General

DISTRIBUTION:

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CAROLYN VIDAL
CW4, GS, TXARNG
SIG - Policy
TXANG
Official

References to JFTX Policy 15-15, Commanders Ethics Policy

DoD 5500.07-R, The Joint Ethics Regulation (JER), 17 November 2011.

5 C.F.R., Part 3601, Supplemental Standards of Conduct for Employees of the Department of Defense, 1 January 2009.

Texas Government Code, Chapter 403, Comptroller of Public Accounts.

Texas Government Code, Chapter 441, Libraries and Archives.

Texas Government Code, Chapter 572, Personal Financial Disclosure, Standards of Conduct, and Conflict of Interest.

Texas Government Code, Chapter 2054, Information Resources.

Texas Government Code, Chapter 2101, Accounting Procedures.

Texas Government Code, Chapter 2155, Purchasing: General Rules and Procedures.

Texas Government Code, Chapter 2157, Purchasing: Purchase of Automated Information Systems.

Texas Government Code, Chapter 2261, State Contracting Standards and Oversight.