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TOWN OF BERKLEY

MASSACHUSETTS

OFFICE OF
TREASURER/COLLECTOR

Conflict of Interest/Ethics Training

As a new employee for the Town of Berkley, you are required to obtain a copy of the Summary of Conflict Interest Law for Municipal Employees from the State Ethics Commission. The intent is to help municipal employees understand how that law applies to them. Municipal employees can obtain free confidential advice about the Conflict of Interest law from the Commission's Legal Division.

Pursuant to MGL 268A, all employees must complete the State Ethics Commission Conflict of Interest Law Training and Acknowledge Receipt of the Summary of the Conflict of Interest Law for Municipal Employees.

You are required to take the online test, which will take approximately 1 hour from start to finish. The State Ethics Commission highly recommends using the Chrome browser on any device (desktop, laptop, mobile) to take this test.

Employees must use the following link and register a username and password:

<https://massethicstraining.skillburst.com/>

Once you have logged in successfully, click on the "State Ethics Commission Conflict of Interest Law Training" and take the course. A certificate of completion will be emailed to you and stored on-site.

Then click on the "Acknowledge Receipt of the Summary of the Conflict of Interest Law" tile and follow the instructions to receive this certificate as well; this will also be emailed to you, printable, and stored on-site.

For additional questions, please contact the Town Clerk at 508-822-3348.