



**OFFICE OF
EXECUTIVE INSPECTOR GENERAL**
FOR THE ILLINOIS STATE TREASURER

**REVOLVING DOOR
EXPLANATION OF NON-STATE EMPLOYMENT RESTRICTIONS**

Under the State Officials and Employees Ethics Act (5 ILCS 430/5-45) a State employee or former State employee (or his or her spouse or immediate family member living with such a person) is prohibited, under certain circumstances, from accepting an employment or compensation offer from persons or entities that have conducted business with the State within a one-year period immediately following the State employee's termination from State employment.

These restrictions are commonly referred to as Revolving Door Restrictions and in most instances, apply to certain State employees (or their spouses or immediate family members) dependent upon their employment duties while they are employed by the State and for a period of one year after terminating their State employment.

The restrictions are as follows:

Restrictions Related to Contract Decisions:

If, within one year before terminating state employment, a state employee participated personally and substantially in the award of state contracts or the issuance of state contract change orders with a cumulative value of \$25,000 or more to a person, entity, its parent or subsidiary, that state employee (or the spouse or immediate family member living with such a person) may not knowingly accept employment or receive compensation or fees for services from that person, entity, or parent or subsidiary for one year after terminating state employment. 5 ILCS 430/5-45(a)

Restrictions Related to Regulatory or Licensing Decisions:

If, within one year before terminating state employment, a state employee participated personally and substantially in making a regulatory or licensing decision that directly applied to a person, entity, its parent or subsidiary, that state employee (or the spouse or immediate family member living with such a person) may not knowingly accept employment or receive compensation or fees for services from that person, entity, or parent or subsidiary for one year after terminating state employment. 5 ILCS 430/5-45(b)

For employees or former employees of the Illinois State Treasurer's Office only:

Some state employees and former employees are required by law to formally notify the Office of Executive Inspector General (OEIG) before accepting any non-State employment offers.

In accordance with this requirement, the Treasurer's Office maintains a listing of those individuals who are subject to the revolving door prohibition, which includes the following positions:

a. Chief Procurement Officer; b. Attorneys working in the Legal Division, including the General Counsel, Deputy General Counsels, Assistant General Counsels, or any other licensed attorney; and c. Positions that are: (1) identified by the Chief Procurement Officer that may participate personally and substantially in the award of a State contract; (2) identified by the Chief Fiscal Officer that may participate personally and substantially in the fiscal administration of a State contract; or (3) identified by the General Counsel that may participate personally and substantially in regulatory or licensing decisions.

The Human Resources Department will maintain a listing of those employees and notify employees of that designation.

These identified individuals must comply with the requirements set out in Section 5-45(f) of the Ethics Act if they leave their position in the Treasurer's Office to go to non-state employment. 5 ILCS 430/5-45(f).

In addition, the following employees are required to adhere to the revolving door prohibitions set forth in Section 5-45(h) of the Ethics Act:

a. Treasurer; b. Deputy Treasurer; c. Chief of Staff; d. Deputy Chief(s) of Staff; e. Chief Procurement Officer; f. Deputy Chief Procurement Officer; g. State Purchasing Officer; and h. Designees of the Chief Procurement Officer and State Purchasing Officer, including Purchasing Officers, whose duties are directly related to State procurement.

Other positions may be added by the OEIG due to their involvement in the award of State contracts or in regulatory or licensing decisions. 5 ILCS 430/5-45(d).

Notification Form 500 – Revolving Door Notification of Non-State Employment Offer

In those instances where a State employee or a former State employee is required to notify the OEIG of a non-State employment or compensation offer, the [Form 500 – Revolving Door Notification of Non-State Employment Offer](#) must be completed by the employee or former employee to obtain a determination by the OEIG. The completed form must be submitted to both the employee's division head and the Treasurer's Office Ethics Officer.

Form 500 is available under the "Revolving Door" section on the OEIG website at:

<https://OEIG.illinoistreasurer.gov/>

The OEIG will issue a written determination within 10 calendar days and notify the employee, the Treasurer, the Attorney General, and the Executive Ethics Commission (EEC) as to whether the employee may accept the non-State employment or whether the revolving door prohibition applies. Either the employee or the Attorney General may appeal the determination to the EEC within 10 calendar days.

Please Note: A submission is not considered complete until all required information and signatures are provided to the OEIG. Failure to provide complete information may result in a determination that the individual is restricted from accepting the employment offer.

Please submit fully completed forms and all required attachments to: OEIG@illinoistreasurer.gov or Office of Executive Inspector General, Attn: Revolving Door Determinations, Illinois State Treasurer, Marine Bank Building, 1 East Old State Capitol Plaza, Springfield, IL 62701.

For additional questions or help with completing the paperwork, please contact:

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