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Room 303  
320 North Clark Street  
Chicago, Illinois 60610  
(312) 744-9660

October 4, 1991

CONFIDENTIAL

[REDACTED]

*out emp  
on that subject  
considering*

RE: 91096.Q, Outside Employment

Dear [REDACTED]

On October 3, 1991, you telephoned the Board of Ethics asking whether the Governmental Ethics Ordinance precludes you, a City employee, from accepting an offer to write a book regarding *subject A*. [REDACTED] The staff is of the opinion that nothing in the Ordinance precludes you from doing so. However, we provide guidelines for your conduct with regard to writing this book. We appreciate your willingness to comply with the ethical standards embodied in the City's Governmental Ethics Ordinance, and set forth our opinion below.

You explained that you are currently employed with the City of Chicago Public Library *working in the subject A* Collection. [REDACTED]

[REDACTED] G [REDACTED], a publishing company, asked you to write a book on *subject A*. [REDACTED] You stated that you would use the *subject A* Collection to write the book, and noted that the collection is available to the public. You stated that you would not write the book on City time. Finally, you stated that this book would not require you to disclose any confidential information that you obtained in your City job.

In your job, you write bibliographies for the City, but do not write books. You also supervise those people who decide which books to purchase for the collection, including books published by G [REDACTED]

The staff is of the opinion that the Governmental Ethics Ordinance does not preclude you from writing this book on *subject A* [REDACTED] for G [REDACTED]. However, some sections of the Ordinance govern your conduct when performing this work. They are:

(1) Section 2-156-020, entitled "Fiduciary Duty," requires employees to owe a fiduciary duty to the City at all times in the performance of their public duties. The Board has interpreted this to

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mean, among other things, that employees cannot use their City time for their private benefit. You stated that you would not use your City time to write this book.

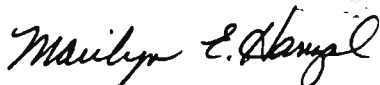
(2) Section 2-156-060, entitled "City-Owned Property," states: "No official or employee shall engage in or permit the unauthorized use of City-owned property." This section prohibits you from using any City property or resources, without authorization, when writing your book.

(3) Section 2-156-070, entitled "Use or Disclosure of Confidential Information," prohibits an employee from using or disclosing "confidential information gained in the course of or by reason of his [City] position or employment . . . ." You already stated that you will not be using or disclosing such confidential information while writing your book.

(4) Sections 2-156-030 ("Improper Influence"), -080 ("Conflicts of Interests"), and -090 ("Representation of Other Persons") preclude you from (1) making or influencing the decision of whether the City will purchase your book, and (2) representing the company before the City in the sale or marketing of your book.

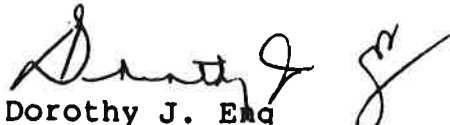
This opinion is based upon the application of the facts stated above to the provisions of the Governmental Ethics Ordinance. If the facts presented in this opinion are incorrect or incomplete, please notify us immediately, as any change in the facts may alter our opinion. We enclose a copy of the Ordinance for your convenience. If you have any further questions, please do not hesitate to contact us.

Sincerely,



Marilyn E. Hanzal  
Legal Counsel

Approved:



Dorothy J. Eng  
Executive Director

Enclosure

MEH:91096.L1