

**LEGISLATIVE COMMISSION’S REVISIONS TO THE RULES AND
POLICIES OF THE LEGISLATIVE COUNSEL BUREAU**

July 7, 2025

EXPLANATION – Matter in *italics* is new; matter in brackets ~~[omitted material]~~ is material to be omitted.

Section. 1. The Rules and Policies of the Legislative Counsel Bureau are hereby amended by adding a new rule to be designated as Rule 58.5 to read as follows:

***ETHICAL STANDARDS; CONFLICTS OF INTEREST;
OUTSIDE EMPLOYMENT AND OTHER ACTIVITIES; CONTRACTS***

***Rule No. 58.5 Legislative policy; purpose and construction of ethical standards;
relation to other ethical standards.***

***1. It is the policy of the Legislative Counsel Bureau that employees must comply with
the ethical standards in these rules and policies and:***

***(a) Commit themselves to avoid conflicts between their private activities and interests
and their legislative employment; and***

***(b) Ensure clear and effective separation between their private activities and interests
and their legislative employment.***

2. The purpose of the ethical standards in these rules and policies is to:

***(a) Establish the highest standards of ethical behavior founded upon principles of
dignity, decorum, civility and respect;***

(b) Prohibit any conduct that creates the appearance of impropriety; and

(c) Prohibit any improper, inappropriate or dishonorable conduct that is unbecoming to the legislative process or is inconsistent with or undermines the people's faith, trust and confidence in the integrity of the legislative process.

3. The ethical standards in these rules and policies must be construed:

(a) Liberally to carry out and achieve their purposes; and

(b) Strictly against any employees alleging that their conduct falls outside the ethical standards, so that any doubt or uncertainty as to the application of the ethical standards must be resolved against such employees and in favor of removing unethical behavior from the legislative process.

4. The ethical standards in these rules and policies supplement all other ethical standards recognized by rules and laws governing ethics, and they do not limit the application of such other ethical standards but are cumulative thereto, so that the application or attempted application of any one of the ethical standards does not bar the application or attempted application of any other ethical standards.

Sec. 2. Rule No. 59 of the Rules and Policies of the Legislative Counsel Bureau is hereby amended to read as follows:

Rule No. 59 ~~{Outside employment by employees of Legislative Counsel Bureau.}~~

Limitations on holding other offices, private practice of law and outside employment or other professional or business activities.

1. ~~{Unless authorized by the Legislative Commission, the}~~ *The* Director, ~~{the Legislative Auditor, the Research Director and the Fiscal Analysts}~~ *Deputy Director and chiefs of the divisions* shall ~~{each}~~ devote ~~{the official's}~~ *their* entire time to the business of ~~{the official's office}~~ *their respective offices* and shall not pursue any *outside employment*

or other *professional or* business ~~{or-occupation}~~ *activities* or hold any other ~~{office}~~ *offices* for profit ~~{}~~ *that are inconsistent, incompatible or in conflict with their duties or assigned responsibilities with the Legislative Counsel Bureau, as determined by:*

(a) The Chair of the Legislative Commission with regard to the Director; or

(b) The Director with regard to the Deputy Director and chiefs of the divisions after consultation with the Employment Law Unit.

2. No attorney employed by the Legislative Counsel Bureau may engage in the private practice of law ~~{}~~, *except as authorized by NRS 7.065 and 7.105 or when entitled to appear in a personal matter on his or her own behalf.*

3. ~~{All other employees of the Legislative Counsel Bureau}~~ *Except as otherwise provided in these rules and policies, employees* may accept or undertake ~~{supplemental}~~ *any outside* employment ~~{}~~ *or other professional or business activities*, except that employees are prohibited from ~~{supplemental}~~ *any outside* employment or ~~{outside}~~ *other professional or business* activities that are inconsistent, incompatible or in conflict with their duties ~~{as employees or with their}~~ *or* assigned responsibilities with the Legislative Counsel Bureau ~~{}~~, *as determined by the chief of the applicable division after consultation with the Employment Law Unit.* In any case, if the Legislative Counsel Bureau has a need for an employee to work beyond the normal days or hours assigned, that need must take precedence over any outside employment ~~{}~~ *or other professional or business activities.*

Sec. 3. Rule No. 60 of the Rules and Policies of the Legislative Counsel Bureau is hereby amended to read as follows:

Rule No. 60 Conflicts of interest; *prohibited influence of subordinate*; prohibited use of confidential information and other prohibited conduct.

1. Employees ~~{of the Legislative Counsel Bureau are prohibited from engaging in any outside business or professional activities or interests that may result in a conflict of interest or that are inconsistent or incompatible with their duties as employees.}~~ *shall not seek or accept any gift, service, favor, employment, engagement, emolument or economic opportunity, for themselves or any person to whom they have a commitment in a private capacity or for any business entity in which they have a significant pecuniary interest, which would tend to improperly influence a reasonable person in their position to depart from the faithful and impartial discharge of their legislative duties.*

2. ~~{An employee of the Legislative Counsel Bureau}~~ *Employees shall not use their legislative position to secure or grant unwarranted privileges, preferences, exemptions or advantages for themselves or any person to whom they have a commitment in a private capacity or for any business entity in which they have a significant pecuniary interest.*

3. *Employees shall not, through the influence of a subordinate, attempt to benefit a significant pecuniary interest for themselves or any person to whom they have a commitment in a private capacity or for any business entity in which they have a significant pecuniary interest.*

4. *If employees acquire, through their legislative position, any information which by law or practice is confidential or is not at the time available to people generally as public information, they shall not use ~~{any}~~ the information ~~{obtained during the course of employment with the Legislative Counsel Bureau that is confidential in nature to secure private financial gain or other advantage for the employee or any other person or business entity.~~*

~~—3. An employee of the Legislative Counsel Bureau shall not use the employee's position to secure or grant unwarranted privileges, preferences, exemptions or advantages for the employee, any member of the employee's household, any business entity with which the employee or a member of the employee's household is associated, or any other person.~~

~~—4. An employee of the Legislative Counsel Bureau~~ *to further a significant pecuniary interest for themselves or any person to whom they have a commitment in a private capacity or for any business entity in which they have a significant pecuniary interest.*

5. *Employees* shall not suppress any *governmental* report or other *official* document because it ~~[may have an unfavorable impact on the employee's private financial interest.]~~ *might tend to affect unfavorably a significant pecuniary interest for themselves or any person to whom they have a commitment in a private capacity or for any business entity in which they have a significant pecuniary interest.*

6. *As used in this rule:*

(a) *"Commitment in a private capacity" has the meaning ascribed to it in NRS 281A.065.*

(b) *"Unwarranted" has the meaning ascribed to it in NRS 281A.400.*

Sec. 4. The Rules and Policies of the Legislative Counsel Bureau are hereby amended by adding a new rule to be designated as Rule 61 to read as follows:

Rule No. 61 Legal Division review and approval required for certain contracts; prohibited self-dealing and other prohibited conduct involving contracts.

1. If the Legislative Counsel Bureau is reasonably expected to expend \$5,000 or more under the terms of any proposed contract or the renewal of any contract, the Director, Deputy Director, chiefs of the divisions or any other employees acting within their

authority shall not approve, accept or sign the contract or renewal thereof, unless it has been reviewed and approved by the Legal Division for compliance with any applicable provisions of law and the ethical standards in these rules and policies.

2. Employees shall not, through the use of their legislative position:

(a) Seek any contract for themselves or any person to whom they have a commitment in a private capacity or for any business entity in which they have a significant pecuniary interest;

(b) Participate as an agent of government in the negotiation, approval, acceptance or signing of any contract between the Legislative Counsel Bureau and themselves or any person to whom they have a commitment in a private capacity or any business entity in which they have a significant pecuniary interest; or

(c) Negotiate, approve, accept or sign any contract that violates any provision of law or these rules and policies.

3. As used in this rule, “commitment in a private capacity” has the meaning ascribed to it in NRS 281A.065.

Sec. 5. Rule No. 62 of the Rules and Policies of the Legislative Counsel Bureau is hereby amended to read as follows:

PROTECTION AND SECURITY

Rule No. 62 Duties of legislative police officers. The legislative police officers shall:

1. Protect persons and property lawfully present in the Legislative Building or other legislative *buildings or* facilities or on the legislative grounds in compliance with the orders given from time to time by the Director.

2. Carry out any other duties assigned to them by the Director.

Sec. 6. Rule No. 64 of the Rules and Policies of the Legislative Counsel Bureau is hereby amended to read as follows:

Rule No. 64 ~~{Keys and cards for entry.}~~ *Access devices for legislative buildings or facilities.*

1. Only Legislators, members of the staff of the Legislative Counsel Bureau, and other persons authorized by the Director ~~{of the Legislative Counsel Bureau}~~ with the guidance of the Chair of the Legislative Commission, may be issued ~~{cards or keys to permit entry into}~~ *access devices for* the Legislative Building or other legislative ~~{facility.}~~ *buildings or facilities.*

2. The Director ~~{of the Legislative Counsel Bureau}~~ shall designate the members of the staff who may be issued master ~~{keys.}~~ *access devices*, as determined by their duties. Other ~~{keys}~~ *access devices* must be issued to Legislators and members of the staff as needed.

3. When a Legislator no longer holds office or a member of the staff no longer holds the staff position, the Legislator or member of the staff shall return any ~~{card for entry and keys}~~ *access devices* that were issued to the Legislator or staff member.

4. The ~~{Security Unit of the Legislative Counsel Bureau}~~ *legislative police* shall maintain a record of:

- (a) Names of Legislators and members of the staff to whom ~~{cards for entry and keys}~~ *any access devices* have been issued;
- (b) Date of issuance ~~{}~~ *of such access devices;*
- (c) ~~{Card number.}~~ *Identification numbers for such access devices;* and
- (d) Date of return of ~~{card for entry or key.}~~ *such access devices.*

5. As used in this rule, “access device” includes, without limitation, any keys, cards or other devices used for entry or access, whether interior or exterior, for any legislative buildings or facilities.

Sec. 7. Rule No. 63 of the Rules and Policies of the Legislative Counsel Bureau is hereby repealed.

Sec. 8. The revisions made herein to the Rules and Policies of the Legislative Counsel Bureau become effective on the date on which such revisions are approved at a meeting of the Legislative Commission and apply to any employee of the Legislative Counsel Bureau on or after that effective date, regardless of the date on which the employee was hired or otherwise started employment.

TEXT OF REPEALED RULE

Rule No. 63 Director serves as Nevada Legislative Federal-State Coordinator.

The Director shall serve as the Nevada Legislative Federal-State Coordinator.