



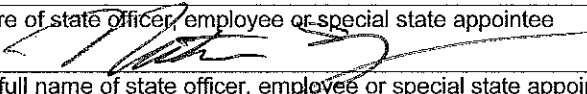
Describe the screen established by your ethics officer: *(Attach additional pages as needed.)*

See attached.

**AFFIRMATION**

Your signature below affirms that your disclosures on this form are true, complete, and correct to the best of your knowledge and belief. In addition to this form, you have attached a copy of your written disclosure to your agency appointing authority and ethics officer.

Signature of state officer, employee or special state appointee



Date signed (month, day, year)

11/20/2018

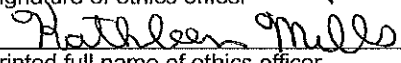
Printed full name of state officer, employee or special state appointee

Nathan L. Shoaf

**FOR ETHICS OFFICER USE ONLY**

Your signature below affirms that you have reviewed this disclosure form and that it is true, complete, and correct to the best of your knowledge and belief. You also attest that your agency has implemented the screen described above.

Signature of ethics officer



Date signed (month, day, year)

11/20/2018

Printed full name of ethics officer

Kathleen Mills

RECEIVED

NOV 20 2018

**Protocol  
to Screen IDEM Employee Nathan Shoaf  
from Any Matters Regarding Purdue University**

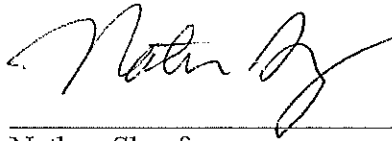
Indiana Office of the Inspector General

Nathan Shoaf is a Technical Environmental Specialist E7 within the Office of Land Quality (“OLQ”) at the Indiana Department of Environmental Management (“IDEM”). His primary duty within OLQ is to assess and subsequently improve OLQ’s work processes for the Remediation Services Branch. He reports directly to OLQ Assistant Commissioner Peggy Dorsey. His prior position was in the Remediation Services Branch of OLQ.

He has applied for the position of Urban Agriculture Coordinator with Purdue University. The duties of the Coordinator include conducting statewide needs assessments in urban environments to determine educational and research priorities of the urban agriculture program in Purdue Extension and developing programming designed to improve the success of urban agriculture entrepreneurs in Indiana.

IDEM, to date, has not assigned Mr. Shoaf to any matter involving Purdue University. However, because IDEM has had a business relationship with Purdue in the form of multiple contracts and grants, IDEM has instituted the following protocol to screen Mr. Shoaf from any potential conflict of interest concerning Purdue.

1. Assistant Commissioner Dorsey will not assign any current or future matters that may arise involving Purdue to Mr. Shoaf.
2. Mr. Shoaf shall recuse himself from the portion of any meeting in which discussions specific to Purdue or any of its interests are discussed or are expected to be discussed.
3. Mr. Shoaf shall not discuss any matter involving Purdue with any IDEM employee.
4. Mr. Shoaf shall not access any correspondence or files relating to or involving Purdue. Such documents, if not a matter of public record in IDEM’s Virtual File Cabinet, shall be housed in the office of the employee assigned to the matter or kept where Mr. Shoaf does not have access to alter the documents.
5. Mr. Shoaf shall not participate in decisions regarding or relating to Purdue.
6. Mr. Shoaf shall immediately inform his supervisor and IDEM Ethics Officer Kathleen Mills if any provision of this screening protocol is violated.
7. Mr. Shoaf shall follow IC 4-2-6-9(b) and file a written disclosure statement with the State Ethics Commission.
8. All signatories to this screening protocol shall review it within thirty (30) days from the date of the last signature to assure it has been followed and determine if the circumstances have changed to make the protocol no longer necessary.



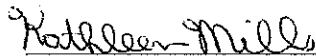
Nathan Shoaf  
Technical Environmental Specialist E7  
Office of Land Quality  
IDEM

11/19/2018  
Date



Peggy Dorsey  
Assistant Commissioner  
Office of Land Quality  
IDEM

11/20/18  
Date



Kathleen Mills  
Ethics Officer  
Office of Legal Counsel  
IDEM

11/19/18  
Date

## Shoaf, Nathan

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**From:** Shoaf, Nathan  
**Sent:** Monday, November 19, 2018 2:34 PM  
**To:** PIGOTT, BRUNO  
**Cc:** MILLS, KATHLEEN  
**Subject:** Screening Protocol Notification

Commissioner Pigott,

In accordance with the Ethics Code, I am notifying you that I have applied for the position of State Coordinator of Urban Agriculture at Purdue University. I have spoken with Kathleen Mills, and she prepared/signed/dated the Screening Protocol.

Sincerely,



Nathan Shoaf  
Technical Environmental Specialist  
Process Improvement Team | Office of Land Quality  
Indiana Department of Environmental Management

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(317) 233-9897 | [nshoaf@idem.IN.gov](mailto:nshoaf@idem.IN.gov)

