

# CITY OF PRESQUE ISLE

## *Code of Ethics and Conduct Policy*



Approved by the City Council: March 5, 2007

City Seal

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Attest: Nancy G. Nichols, City Clerk

## City of Presque Isle

### CODE OF ETHICS AND CONDUCT POLICY

**Purpose.** The purpose of the Code of Ethics and Conduct Policy is to provide a guiding policy document for reference by City Councilors, City employees and citizens who serve on City boards and committees. The citizens of the City of Presque Isle have every right to expect that their government be accountable to them and that the officials they entrust to manager the affairs of government be guided by the highest standards of honor, personal integrity and fortitude in all of their activities. It is intended to be used to provide guidance on ethical conduct to instill confidence in the overall operations of he City. It is not intended to be used as a disciplinary tool replacing other City ordinances, polices and practices.

1. Be guided by the highest standards of honor and personal and professional integrity in all City of Presque Isle (City) activities.
2. Be guided by the highest standards of honor and personal integrity in all personal and professional conduct.
3. Strive to inspire confidence and trust in the City of Presque Isle.
4. Perform all direct and indirect activities related to the City in accordance with the highest standards of responsibility and fiduciary duty.
5. Serve the citizens of the City with respect, concern, courtesy and responsiveness.
6. Strive for professional excellence and encourage professional development in order to provide effective and responsible service to the citizens of the City being guided at all times by the fact that the City's primary purpose is to provide the best possible and most cost effective service to the constituencies of the City.
7. Approach organizational and operational duties with a positive attitude and constructively support open communications, cooperation, creativity, dedication, and compassion.

8. Avoid any interest or activity that is in conflict with or gives the appearance of being in conflict with official City responsibilities. Serve in a manner as to avoid inappropriate personal gain resulting from the performance of official duties.
9. Respect and protect the privileged information to which there is access in the course of official City duties.

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10. Accept as a personal duty the responsibility to be informed of emerging issues and to administer the City's business with professional competence, fairness, impartiality, efficiency, and effectiveness.
11. Respect and value the work done by the City Council, employees of the City, and members of boards and committees.