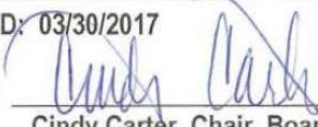


Grant County Personnel Policy

DATE ISSUED: 03/30/2017	EFFECTIVE DATE: 03/30/2017
APPROVED:  Cindy Carter, Chair, Board of County Commissioners	03-27-17 Date Signed
LAST REVISED: 03/15/2017	CONTACT: Human Resources

201 – Code of Ethics

201.1 Grant County is committed to high standards of conduct by and among employees in the performance of their duties. Individual and collective adherence to high ethical standards is central to the maintenance of public trust and confidence in government.

201.2 While employees may agree on the need for proper conduct, they may experience personal conflicts or differing views of values or loyalties. In such cases, the principles contained in this Code of Ethics provide valuable guidance in reaching decisions which are governed, ultimately, by the dictates of the individual conscience of the employee and his or her commitment to the public good.

201.3 Certain of these ethical principles are best expressed as positive statements: actions which should be taken; courses which should be followed; goals which should permeate both public and private conduct. Other principles are expressed as negative statements; actions to be avoided and conduct that will not be tolerated.

201.4 The Grant County Code of Ethics herein applies to the day to day conduct of all employees of County government.

201.4.1 The ethical County employee *must*:

- (a) Promote decisions which only benefit the public interest;
- (b) Promote public confidence in County government;
- (c) Keep safe all funds and other properties of the County;
- (d) Perform the work of the County diligently, promptly, and efficiently;

Grant County Personnel Policy

- (e) Maintain a positive image to pass constant public scrutiny;
- (f) Evaluate decisions so that the best service or product is obtained at a minimal cost without sacrificing quality and fiscal responsibility;
- (g) Maintain high standards of work every day in dealings with the public, employees, and associates;
- (h) Maintain a respectful attitude toward employees, public officials, colleagues, associates, and citizens; and
- (i) Comply with all laws, policies, rules, and regulations applicable to the County.

201.4.2 The ethical County employee *must not*:

- (a) Engage in outside interests that are not compatible with the impartial and objective performance of his or her duties;
- (b) Improperly influence or attempt to influence other employees to act in his/her own interest;
- (c) Accept anything of value from any source which is offered to, or could reasonably be expected to, influence his/her actions as a public employee; and
- (d) Use any County resource for personal or private benefit or gain.

201.5 The ethical County employee accepts the responsibility that his or her mission is that of servant and steward to the public.