

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT
POLICIES & PROCEDURES

ARTICLE: A-4
SECTION: Administration
DATE: 11/06/2008
SUPERSEDES: 01/19/2001
TITLE: CODE OF ETHICS

- I. Serve in a dedicated manner to the communities and agencies served by the Stanislaus Consolidated Fire Protection District – All officials and members are agents of public purpose and hold office for the benefit of the public. They are bound to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their primary concern. They should adhere to the rules of work and performance established as the standards for their position by the appropriate authority. All members shall adhere to the District’s Policies & Procedures, verbal directives, and written directives of the Fire District.

- II. Display the highest standards of personal integrity and honesty – No District official or member, whether paid or unpaid, shall engage in any business or transaction, or shall have a financial or other personal interest, direct or indirect, which is incompatible with the duties in the public interest or would tend to impair his/her independence of judgment or action in the performance of their official duties.

- III. Always strive for professional excellence and development – For the Stanislaus Consolidated Fire Protection District to be the pacesetter district in the county, a competent and qualified staff is required to make it happen. Superiority always prevails over mediocrity. Officials and members are expected to pursue improving and enhancing one’s professional knowledge and skill to offer superior service to the community. Members should always conduct themselves in a professional manner to reflect credit on the District. Supervisors will manage in an effective, considerate manner. Subordinates will follow instructions in a positive, cooperative manner. Members shall not engage in any altercation.

- IV. Refuse gifts or favors which may influence job performance – No official or member shall accept any gifts, whether in the form of service, loan, thing of value, or promise, from any person, firm or corporation which to their knowledge is interested directly or indirectly in any manner whatsoever in business dealings with the District; nor shall any such official or member (a) accept any gift, favor, or thing of value that may tend to influence them in the discharge of their duties, or (b) grant in the discharge of their duties any improper favor, service, or thing of value.

- V. Respect and conserve District property and resources – No official or member shall request, use or permit the use of any publicly owned or publicly supplied property,

- VI. Ensure fair, equal and impartial treatment towards all citizens – No official or member shall grant or make available to any person any consideration, treatment, advantage, or favor beyond that which is the general practice to grant or make available to the public at large. No person is to be discriminated against on the basis of race, age, religion, national origin, or political affiliation.

- VII. Respect and protect confidential information – No District official or member shall, without prior formal authorization of the public body having jurisdiction, disclose any confidential information concerning any other official or member, or any person, or any property or governmental affairs of the agency. Whether or not it shall involve disclosures, no official or member shall use or permit the use of any such confidential information to advance the financial or personal interest of their self or any other person.

- VIII. Refrain from engaging in political activities when acting in an official capacity – No official or member shall use the prestige of their position by making verbal statements during the conduct of their official or public duties on behalf of any political party or any political candidate, or by indicating in any manner whatsoever during such times their opposition to or support of any political party, candidate, or by sending any written communication of any political party, candidate, or by sending any written communication utilizing District stationery or the official seal of the Stanislaus Consolidated Fire Protection District or by otherwise indicating in such written communication that the position stated therein is stated by the official or member in their capacity as an official or member of the Stanislaus Consolidated Fire Protection District.

- IX. Avoid criminal activity and behavior at all times – Officials and members of the Stanislaus Consolidated Fire Protection District are expected to comply and conform with the laws of the Fire District, county, state and federal governments. Violations of established laws can constitute a breach of public confidence. Therefore, all officials and member’s conduct should be above reproach.

- X. Avoid conflicts of interest which may interfere with the compliance of this code – Officials and members must constantly evaluate their role and position within the Fire District. Situations and circumstances exist which may interfere with one’s ability, authority, or breach the law. They should work in full cooperation with other public officials and members unless prohibited from so doing by law or officially recognized confidentiality of their work.

Written by: Chief Steve Mayotte

Approved by: _____

Date: November 25, 2008