

County of Riverside

Code of Ethics

Preamble: While it is recognized that a County-wide code of ethics cannot be prescribed to totally address each department's circumstances where variations occur in departmental missions and responsibilities, the purpose of these universal standards reflects the Board of Supervisors' expectations for organizational values that reflect professionalism and the highest degree of public accountability for the benefit of those we work with and serve:

- ♦ **PUBLIC'S INTEREST:** We recognize that the principal function of County government is to serve the best interests of all the people.
- ♦ **DEDICATION:** We are dedicated to the concepts of effective and democratic government by responsible elected officials and believe that professional management is essential to the achievement of this objective.
- ♦ **POLICY MAKERS:** We submit policy proposals to our elected Board of Supervisors, provide them with impartial facts and advice on which to base informed decisions, recommend establishment of community goals and implement/uphold policies adopted by the Board.
- ♦ **PUBLIC AWARENESS:** We will keep the community informed on County programs and issues, encourage communication between our citizens and all County officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service.
- ♦ **HONESTY:** We are honest and truthful in all our dealings and do not deliberately mislead or deceive others. We will seek no credit or favor, and believe that personal aggrandizement or profit secured by confidential information or by misuse of public time is unacceptable and dishonest.
- ♦ **INTEGRITY:** We demonstrate personal integrity and the courage of our convictions. We will not sacrifice principle for expediency, be hypocritical, or unscrupulous. We will respect and protect the privileged information to which we have access in the course of official duties.
- ♦ **TRUSTWORTHINESS:** We are candid and forthcoming in supplying relevant information, and make every reasonable effort to fulfill the letter and spirit of our promises and commitments. We will avoid any interest or activity which is in conflict with the conduct of our official duties.
- ♦ **FAIRNESS:** We are fair and just in all dealings; we do not exercise power arbitrarily, and do not take undue advantage of another's mistakes or difficulties.
- ♦ **CONCERN FOR OTHERS:** We manifest commitment to justice, equal treatment of individuals; and tolerance for and acceptance of diversity. We will support, implement, and promote merit employment and programs of affirmative action to assure equal employment opportunity by our recruitment, selection and advancement of qualified persons from all elements of society.
- ♦ **LAW ABIDING:** We abide by all legal rules and regulations relating to our business activities. We will work together to eliminate all forms of illegal fraud and mismanagement of public funds, and support colleagues if they are in difficulty because of responsible efforts to correct such mismanagement or abuse.
- ♦ **COMMITMENT TO EXCELLENCE:** We pursue excellence in performing our duties, and constantly endeavor to increase our proficiency. We are also committed to encouraging the professional development of our associates and those seeking to enter the field of public administration.
- ♦ **LEADERSHIP:** We are cognizant of our responsibilities and opportunities for leadership, and strive to be positive role models. By our conduct we create an environment in which principled reasoning and ethical decisions are made.
- ♦ **REPUTATION AND MORALE:** We seek to protect and build the County's good reputation and the morale of all associated with the organization by taking whatever actions are necessary to correct or prevent inappropriate conduct of others.
- ♦ **ACCOUNTABILITY:** We acknowledge and accept personal accountability for the ethical quality of our decisions and omissions to ourselves, our colleagues, and our citizens.

By Minute Order 3.17; Approved January 29, 1991 by the Board of Supervisors.