

## **PUBLIC EMPLOYEES' CODE OF ETHICS**

1. Employees will conduct themselves at all times in such a manner as to create respect for themselves as public servants and the jurisdictions they represent.
2. Employees will place public interest above individual, group, or special interests and will consider their jobs as an opportunity to serve the public.
3. Employees will not discriminate because of race, color, religion, age, sex, sexual orientation, disability, political affiliations, or national ancestry. Each employee will work to prevent and eliminate such discrimination in providing services, assigning work schedules, and in executing all personal actions.
4. Employees will not have any material financial interest in any private business or professional activity which would be in conflict with their job responsibilities. Employees will not engage in any business activity or professional activity that would appear to be in conflict with their job responsibilities or that would tend to impair independence of judgment or action in the performance of official duties. (See Section 2.1-639.8 Code of Virginia.)
5. Employees will refrain from using their positions for personal gain and will keep confidential all information not available to all citizens that is acquired by virtue of their position in the organization. (See Section 2.1-639.4, Code of Virginia.)
6. Employees will not accept any personal gift, favor, service, money, or anything of value from the public which might reasonably tend to influence the impartial discharge of duties. (See Section 2.1-639.4 Code of Virginia.)

(Adapted from the City of Charlottesville Personnel Policies)