

LIBRARY EMPLOYEES' CODE OF ETHICS

Jefferson-Madison Regional Library encourages employees to strive for the highest level of ethical conduct, and to that end employees will:

1. Provide the highest level of service to all library users through appropriate and usefully organized resources, equitable service policies, equitable access, and accurate, unbiased, and courteous responses to all requests.
2. Uphold the principles of intellectual freedom and resist all efforts to censor library resources.
3. Protect each library user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted.
4. Make a good faith effort to recognize and respect intellectual property rights.
5. Treat co-workers and other colleagues with respect and fairness, and advocate conditions of employment that safeguard the rights and welfare of all employees.
6. Distinguish clearly in their actions and statements between their personal convictions and philosophies and their professional duties and do not allow personal beliefs to interfere with fair representation of the aims of the library or the provision of access to library resources.
7. Avoid situations in which personal interests might be advanced or financial benefits gained at the expense of the library patrons, colleagues, or Jefferson-Madison Regional Library.
8. Strive for excellence by maintaining and enhancing knowledge and skills, by encouraging the professional development of co-workers, and by fostering the aspirations of potential members of the library profession.

(Adapted from the American Library Association Statement on Professional Ethics, 2008)

Adopted May 21, 2001

Revised 12/20/10