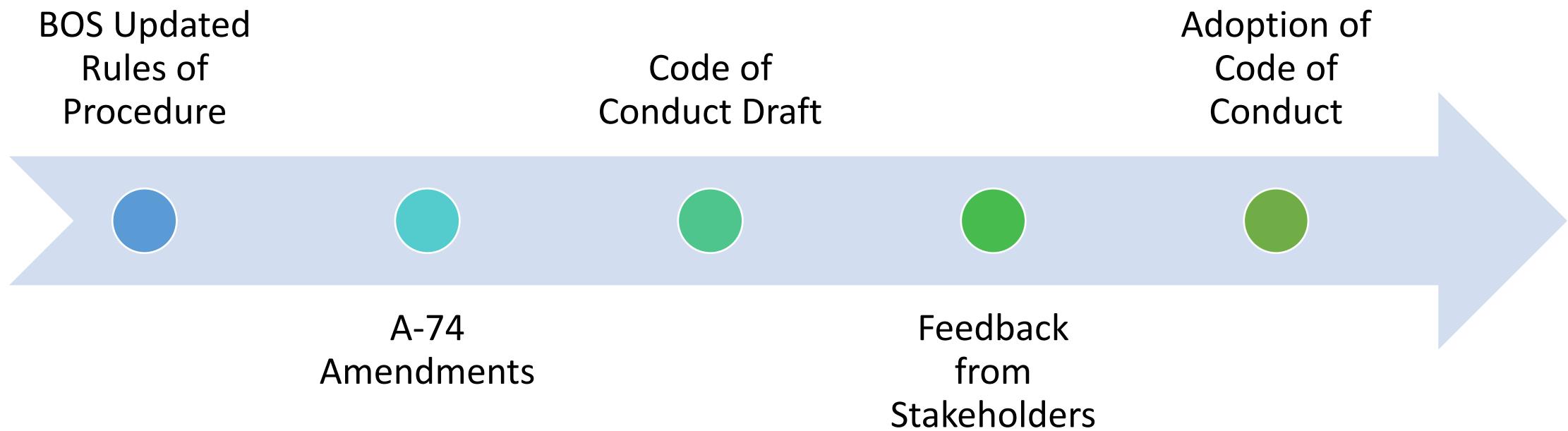




Code of Conduct

Code of Conduct Timeline: Creation and Adoption of the BCC and CPSG Code of Conduct



Preamble

The County of San Diego's (County's) wide range of boards, commissions, committees, and planning and sponsor groups serve a critical role as a mechanism for civic engagement. While no single code of conduct can address the varied board, commission, committee and planning and sponsor group circumstances, the purpose of this universal Code of Conduct is to create standards and expectations of conduct that align with the County's values and the "Code of Civil Discourse" from the National Conflict Resolution Center as adopted by the County's Board of Supervisors.

All members of County boards, commissions, committees and planning and sponsor groups are expected to abide by this Code of Conduct.

By our conduct, we create an environment in which we adhere to and pledge to uphold the following values:

- We acknowledge that the principal function of County of San Diego boards, commissions, committees and planning and sponsor groups (or representatives) is **public service**, and we therefore **commit to serving the public interest** and promoting the greatest public good.
- We recognize that our actions impact the **community's trust** in the County and government as a whole and commit to act with honesty and integrity.

- We commit to vigilance in **avoiding bias or conflict of interest** whether they be real or perceived, acknowledging that even the perception of such corrodes **public trust**.
- We commit to **fairness, impartiality, active listening, and consideration of all points** of view by setting aside our personal agendas, affiliations, and biases. We make informed decisions after carefully weighing relevant data and assessing the merits and possible impacts.
- We recognize that **diversity is a strength** and commit to promoting an inclusive and welcoming culture at public meetings and with each other to foster participation and representation across all our varied communities.

- We practice civility by **fostering a professional environment of courteous, respectful, and equitable treatment** of our fellow members, elected officials, County staff and the residents we serve, through our words and actions whether we agree or disagree.
- We are committed to **fostering an environment free from violence, discrimination, intimidation, or harassment** of any kind.
- We are **committed to transparency, access to information**, and promoting broad public engagement.

- We will **respect and comply with all applicable laws, regulations, and County policies** including Board of Supervisors' Policy A-74, "Participation in County Boards, Commissions and Committees," the County's Code of Ethics, the Political Reform Act, and the Ralph M. Brown Act.

Each individual board, commission, committee or planning and sponsor group may adopt additional standards of conduct based on specific needs. **Any code of conduct violations should be addressed according to the bylaws adopted by that board, commission, committee or planning and sponsor group.**



The Code of Ethics

Ethics 101

Office of Ethics and Compliance





Know the Code

The Code of Ethics

What...

COUNTY OF SAN DIEGO CODE OF ETHICS

Dear fellow County employees,



This Code of Ethics was created to serve as both a pledge and a guide for all County employees. It includes our Standards of Conduct and our General Principles, and is intended to guide and assist us in the actions we take and the decisions we make as public servants of the County of San Diego. Our code of ethics is the foundation of our County culture and must be reflective in everything we do.

Our reputation, personally and collectively, is formed by our actions and performance - which we expect to reflect our core values and principles of integrity, stewardship and commitment. All employees are expected to be aware of, and behave in accordance with, our Code of Ethics, and to embrace our core values.

To achieve our public service goals, the County of San Diego must support an internal environment that nurtures and encourages ethical conduct. Practicing ethical and legal conduct is essential to fulfilling the County's mission and to each employee's individual success.

It is our duty to continually earn the public's trust by always advancing the public interest and refraining from the pursuit of private interests. Our commitment to integrity, in our duties, and in our interactions with each other, and with our stakeholders will help us earn and maintain the public's trust.

Ethics has always been and will always be important to the County of San Diego. Our commitment to it is written on our County seal "The noblest motive is the public good." Thank you for making ethics and integrity an important and fundamental aspect of who we are, how we serve the public and in how we continually demonstrate that the noblest motive is the public good.

Helen N. Robbins-Meyer
Chief Administrative Officer

General Principles

- Treat everyone respectfully, fairly & honestly.
- Perform our duties in compliance with all laws and avoid any involvement in illegal, unethical or improper conduct.
- Conduct County duties in accordance with proper policies & procedures and with the highest standards of conduct.
- Ensure County funds/property are used with extreme care.
- Create a work environment that promotes open & honest communications & encourages raising ethical concerns without retribution or retaliation.
- Assume responsibility for knowing and understanding the laws & regulations applicable to your job.

Workplace Conduct

Drug & Alcohol Use

Safe Work Environment

Fraud, Waste, & Abuse

Improper Gifts & Gratuities

Conflict of Interest

Confidential Information

Use of County Property

County Information Systems

Financial Stewardship

Reporting Violations

Protection Against Retaliation



Know the Code

The Code of Ethics

Why...

Commitment
to ethics

Resource/tool
for employees

Prepared for
regulatory
review

Compliance
with laws

Promotes
consistency &
efficiencies





Know the Code

The Code of Ethics

Who...



Employees
Temporary Workers
Officials
Volunteers
Appointed Boards
Commissions



The Code of Ethics is county-wide policy created to serve as both a pledge and a guide for all County employees.

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Thank you!

Questions on the Code of Conduct?

Clerk of the Board Staff:
bcc@sdcounty.ca.gov

Questions on the Code of Ethics?

Office of Ethics and Compliance:
OEC@sdcounty.ca.gov

