

Wayne County – CODE OF ETHICS STATEMENT AND ETHICS ORDINANCE

Wayne County's Ethics Ordinance, No. 2012-209, is founded on basic principles of ethical behavior and is consistent with the County's Core Values and Mission. To achieve our public service and goals, Wayne County must support an internal environment that nurtures and encourages ethical conduct by its "Public Servants", which includes employees, contractors, elected or appointed officials, or a member of a Wayne County board or commission. As Public Servants of Wayne County, we hold positions of public trust and we all share a mutual commitment to ethics in the workplace. It is our duty to continually earn the public's trust by advancing the public interest and refraining from the pursuit of private interests. We dedicate ourselves to upholding the highest standards of conduct in the performance of our duties by adhering to the following:

Wayne County will conduct its business honestly and ethically at all times, as prescribed in the Ethics Ordinance. We will strive to constantly improve the quality of our services and operations and will create a reputation for honesty, fairness, respect, responsibility, integrity, trust and sound business judgment. Wayne County will not compromise its principles for short-term advantage. The ethical performance of this organization is the sum of the ethics of the men and women who work here. Thus, we are all expected to adhere to high standards of personal integrity.

Public Servants of Wayne County must never permit their personal interests to conflict, or appear to conflict with the interests of the organization, its citizens or affiliates. Public Servants must be particularly careful to avoid representing Wayne County in any transaction with others with whom there is any outside business affiliation or relationship, including relatives and domestic partners. Public Servants shall avoid using their organizational contacts to advance their private business or personal interests or to secure incompatible employment at the expense of the organization, its citizens or affiliates.

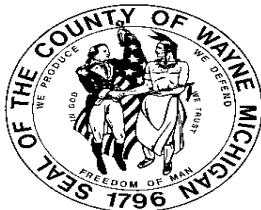
No bribes, kickbacks or other similar remuneration or consideration shall be given to any person or organization in order to attract or influence business activity. Public Servants shall avoid gifts, gratuities, fees, bonuses or excessive entertainment, in order to attract or influence business activity.

Public Servants will seek to report all information accurately and honestly, and as otherwise required by applicable reporting requirements.

Public Servants will obey all Equal Employment Opportunity laws and act with respect and responsibility towards others in all of their dealings.

Public Servants will not disclose confidential information.

Public Servants will not use public assets for private purposes.



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Public Servants will not use County time or property for political activity.

Public Servants will make annual personal disclosures.

Public Servants will remain personally balanced so that their personal life will not interfere with their ability to deliver quality products or services to the organization, its citizens or affiliates.

Public Servants are encouraged to voluntarily disclose any ethical violation and to cooperate in any subsequent investigation.

Violation of this Code of Ethics Statement or the Ethics Ordinance can result in discipline, including termination.

Remember that good ethics is good business!

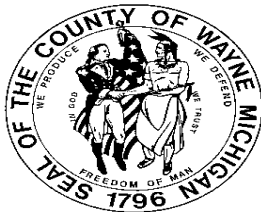
APPLICABILITY

The Ethics Ordinance and the Code of Ethics Statement applies to all Public Servants as that term is defined in the Ethics Ordinance. While the Ethics Ordinance does not apply to County suppliers, vendors, and business partners working outside of our workplace, we expect that they will familiarize themselves with our Ethics Ordinance and support effective conduct and ethics.

ACKNOWLEDGEMENT AND SIGN-OFF

Each Public Servant of Wayne County will be provided with the Ethics Ordinance and the Code of Ethics Statement, along with the opportunity to contact the Human Resources Department or their Department or Division Manager to ask any questions or otherwise inquire as to what either of these two documents require. After a reasonable period of time in order to make such inquiries, each Public Servant of Wayne County is required to electronically sign a declaration that they have received and read both the Ethics Ordinance and the Code of Ethics Statement and have otherwise been given an opportunity to inquire as to their contents. The declaration will be filed with the Administration and a copy is available to print.

At Will employees must sign this acknowledgement and comply with the terms of the Ethics Statement and the Ethics Ordinance to remain employed by Wayne County. Employees covered under a Wayne County collective bargaining agreement who fail to sign the acknowledgment or who violate the Ethics Ordinance or the Code of Ethics Statement may be subject to discipline as provided in their respective collective bargaining agreements with the County.



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DECLARATION AND SIGN OFF

I _____ acknowledge and declare that I have received and read the enrolled ordinance no. 2012-209, Ethics Ordinance, as well as, the “Code of Ethics Statement” and been given an opportunity to inquire as to their contents.

Public Servant Signature: _____ Date of Signature: _____