

CODE OF ETHICS  
for the  
TOWN OF MINETTO

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DECLARATION OF POLICY

Applies to all officers and employees whether elected or appointed, paid or unpaid, and to officers, members and employees of all boards, commissions or agencies of this local government.

CONFLICTS OF INTEREST

No officer, employee or member of board, commission or agency shall knowingly:

1. Engage in any business or transaction or have any financial or personal interest, direct or indirect, which is incompatible with the proper discharge of his duties or would tend to impair his independence of judgment or action in the performance of his official duties or discharge of official responsibilities.
2. Engage in or accept private employment or render services for private interest when such employment or service is incompatible with the proper discharge of his official duties or would tend to impair his independence of judgment or action in the performance of his official duties.
3. Disclose confidential information concerning the property, government, or affairs of the governmental body by which he is employed without proper legal authorization, or use such information to advance the financial or other private interest of himself or others.
4. Accept any valuable gift, whether in the form of service, loan, thing, or promise, from any person, firm, or corporation which to his knowledge is interested directly or indirectly in any manner whatsoever in business dealings with the governmental body by which he is employed; provided, however, that any officer or employee who is a candidate for public office may accept campaign contributions and service in connection with any such campaign.
5. Vote or otherwise participate in the negotiations or in the making of any contract with any business or entity in which he has a financial interest.

DISCLOSURE

Any officer or employee of government or board, commission or agency who shall have any private financial interest, directly or indirectly, in any contract or matter pending before or within any department of government shall disclose such private interest to the legislative body. Any member of the legislative body who has a private interest in any matter pending before the legislature shall disclose such private interest on the records of the legislature and shall disqualify himself from participating in any decision or vote relating thereto.

USE OF PUBLIC PROPERTY

No officer, employee, or member of government or of any board, commission or agency to which this Code of Ethics applies shall use property owned by such governmental body for personal benefit, convenience, or profit except in accordance with policies promulgated by the legislature or governing body of such board, commission or agency.