

## MARIN COUNTY CODE OF ETHICS

- I. Purpose: To establish standards of conduct and to delineate the ethical responsibilities of all officers, employees and officials of Marin County.
- II. Discrimination: There shall be no discrimination in any County activity, organization or pursuit because of race, religion, sex, national origin or political affiliation.
- III. Acceptance of gratuities: No officer, official or employee shall accept a fee, compensation, gift, payment of expenses or any other thing of monetary value in any circumstances in which acceptance may result in or create the appearance of any one or more of the following:
  1. Use of public office and/or employment for private gain.
  2. Preferential treatment of any person.
  3. Impeding government efficiency or economy.
  4. Any loss of complete independence or impartiality.
  5. The making of a County decision outside of official channels.
  6. Any reduction of public confidence in the integrity of County government and/or its employees.
- IV. Ethical responsibilities: Each officer, official and employee has an obligation to the citizen, to the people's elected representatives and to fellow employees to cooperate in accomplishing the County's goals, to expose corruption wherever discovered, to refrain from disclosing any confidential information, to preserve and safeguard the County's assets and to be consistently mindful of the fact that public office and/or employment shall be considered a trust at all times.

Adopted by  
Board of Supervisors  
2/7/67

# *Code of Ethics*

## *Board and Commission Members*



The following code of ethics represents the guiding principles for public officials. Marin County is committed to the highest standards of conduct by and among elected and appointed county officials in the performance of their duties. This Code of Ethics seeks to insure that promoting the common good is the hallmark of the decision making process.

- Promote decisions that serve the public interest and promote the greatest public good.
- Actively promote public confidence in county government through your actions.
- Recognize and support the public's right to know the public's business.
- Involve citizens in the decision making process and welcome divergent points of view.
- Respond to the public in ways that are complete, clear and easy to understand.
- Maintain a respectful attitude toward employees, other public officials and colleagues.
- Respect and protect privileged information (i.e., personnel matters, litigation).
- Be a good listener, carefully considering all opinions and points of view.
- Be informed on the background on issues before your commission or board.
- Work in partnership with other governmental agencies, political subdivisions and organizations to further the interest of the county.
- Reference to an appointed position or title will only be used when attending official meetings or functions and in no case shall my appointed title be used to promote or advance personal or political interests.
- Avoid outside interests that will interfere or conflict with maintaining an objective and impartial perspective.

- Carefully guard against conflict of interest or its appearance in your actions or decisions.
- Accepting gifts, services or any object of value from any source offered to influence a decision is prohibited.
- Efforts to influence or attempt to influence other officials to act in a manner benefiting your personal/financial interests are prohibited.
- Evaluate recommendations (or decisions) to identify the best service, product or alternative at minimal cost without sacrificing quality or fiscal responsibility.
- Comply with all laws and regulations applicable to an appointed official and those governing the conduct of meetings.