



ETHICS AND CONFLICT OF INTEREST

SCOPE

This guideline shall apply to all members of the Stoney Point Fire Department and shall be adhered to by all members.

PURPOSE

To establish ethical guidelines and responsibilities for the Stoney Point Fire Department to prevent potential conflicts of interest.

DEFINITIONS

Conflict of Interest: the circumstance of a public officeholder whose personal interests might benefit from his or her official actions or influence

Ethics: the rules of conduct recognized in respect to a class of human actions or a group, culture

Integrity: adherence to moral and ethical principles; soundness of moral character; honesty.

Member: any career, volunteer, staff, board member or auxiliary personnel affiliated with the department

Shall: Indicates a mandatory requirement.

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GUIDELINES

We believe that membership at the Stoney Point Fire Department is a public trust. The vitality, stability and public confidence of our organization relies upon the integrity of our members. That public confidence is imperiled whenever the public perceives a conflict between the conduct of public duties and private interests of appointed public servants or personnel within an emergency services organization.

Ethics and integrity form the foundation for Stoney Point Fire Department's ability to serve the public interest. Demonstrating ethics and integrity are the cornerstones for developing and maintaining the respect and confidence of the citizens of the community that we serve. The Stoney Point Fire Department has the obligation to provide its members with standards of expected on duty conduct and behavior. The enforcement of these standards will demonstrate to the citizens of the Stoney Point District our commitment to ethical public service.



Stoney Point Fire Department requires its members to be impartial in their duty performance, independent of outside influence and responsible for their actions and to the public which we serve. Ensuring a clear standard of ethical conduct for Stoney Point Fire Department members that is consistent and uniform in its application is the primary goal of the Department and this document. Additionally, this document should be referenced by members for advice and information regarding potential conflicts of interest that may arise during the conduct of their official duties. This document will be liberally construed in favor of protecting the public's interest in full disclosure of conflicts of interest and promoting ethical standards of conduct for Stoney Point Fire Department members.

RESPONSIBILITY

Integrity and personal responsibility are important traits for every member of Stoney Point Fire Department. Permitting violations of ethical standards by any member compromises the integrity of the entire department and erodes the public trust. This guideline establishes standards of conduct for all members of Stoney Point Fire Department under the jurisdiction of the Board of Directors and they shall comply with the following provisions, regardless of position.

1. Disqualification from Acting on Department Business

- Engage in any transaction or activity, which is, or would to a reasonable person appear to be, in conflict with or incompatible with the proper discharge of official duties, or which impairs, or would to a reasonable person appear to impair, the member's or employee's independence of judgment or action in the performance of official duties and fail to disqualify him or herself from official action in those instances where the conflict occurs
- Have a financial or other private interest, direct or indirect, personally or through a member of his or her immediate family, in any matter upon which the member is required to act in the discharge of his or her official duties, and fail to disqualify himself or herself from acting or participating
- Fail to disqualify himself or herself from acting on any transaction which involves Stoney Point Fire Department and any person who is, or at any time within the preceding 12 month period has been a private client of his or hers, or of his or her firm or partnership
- Have a financial or other private interest, direct or indirect, personally or through a member of his or her immediate family, in any contract or transaction to which Stoney Point Fire Department may be a party, and fails to disclose such interest to the appropriate department authority prior to the formation of the contract or the time Stoney Point Fire Department enters into the transaction; provided, that this paragraph shall not apply to any contract awarded through the public bid process in accordance with applicable law

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2. Improper Use of Official Position

- Use of the members official position for a purpose that is, or would to a reasonable person appear to be primarily for the private benefit of the member, rather than primarily for the benefit of Stoney Point Fire Department; or to achieve a private gain or an exemption from duty or responsibility for the member or any other person
- Use or permit the use of any person, property, or funds under the member's official control, direction, or custody, or of any Stoney Point Fire Department funds or property, for a purpose which is, or to a reasonable person would appear to be, for other than an official purpose; provided, that nothing will prevent the private use of Stoney Point Fire Department property which is available on equal terms to the public generally, the use of department property in accordance with policy for the conduct of official department business (such as the use of a department vehicle), if in fact the property is used appropriately; or the use of department property for participation of Stoney Point Fire Department or its officials in activities of associations of governments or governmental officials
- Except in the course of official duties, assist any person in any Stoney Point Fire Department transaction where such member's assistance is, or to a reasonable person would appear to be, enhanced by that member's position with Stoney Point Fire Department; provided that this subsection; but shall not apply to: any member appearing on his or her own behalf or representing himself or herself as to any matter in which he or she has a proprietary interest, if not otherwise prohibited by policy
- Regardless of prior disclosure thereof, have a financial interest, direct or indirect, personally or through a member of his or her immediate family, in a business entity doing, or seeking to do, business with Stoney Point Fire Department, and influence or attempt to influence the selection of, or the conduct of business with, such business entity by the department

3. Acceptance of Gifts or Loans

Members shall not solicit or receive any retainer, gift, loan, entertainment, favor, or other thing of monetary value from any person or entity where the retainer, gift, loan, entertainment, favor, or other thing of monetary value has been solicited, or received or given or, to a reasonable person, would appear to have been solicited, received or given with intent to give or obtain special consideration or influence as to any action by such member in his or her official capacity; provided, that nothing shall prohibit contributions which are solicited or received and reported in accordance with applicable law.

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4. Disclosure of Privileged Information

Members shall not disclose or use any privileged or proprietary information gained through his or her official position for a purpose which is for other than a department purpose; provided, that nothing shall prohibit the disclosure or use of information which is a matter of public knowledge, or which is available to the public on request.

5. Financial or Beneficial Interest in Departmental Transaction

- Regardless of prior disclosure thereof, members shall not hold or acquire a beneficial interest, direct or indirect, personally or through a member of his or her immediate family, in any contract which, in whole or in part, is, or which may be, made by, through, or under the supervision of such member or which may be made for the benefit of his or her office; or accept, directly or indirectly, any compensation, gratuity, or reward in connection with such contract from any other person or entity beneficially interested therein, in violation law
- Regardless of prior disclosure thereof, members shall not be beneficially interested, directly or indirectly, in any contract or transaction which may be made by, through or under the supervision of such member, in whole or in part, or which may be made for the benefit of his office, or accept, directly or indirectly, any compensation, gratuity or reward in connection with such contracts or transaction from any other person beneficially interested therein

6. Prohibited conduct after leaving Stoney Point Fire Department

- No former member shall disclose or use any privileged or proprietary information gained by reason of his/her Stoney Point Fire Department membership unless the information is a matter of public knowledge or is available to the public on request.
- No former member shall, during the period of **1 year** after departure from Stoney Point Fire Department membership:
 - Assist any person in proceedings involving Stoney Point Fire Department with which he or she was previously a member, or on a matter in which he or she was officially involved, participated, or acted in the course of duty
 - Represent any person as an advocate in any matter in which the former member was officially involved while a Stoney Point Fire Department member
 - Participate as a competitor in any competitive selection process for a department contract in which he or she assisted Stoney Point Fire Department in determining the project or scope of work to be done or the process to be used.
- A Stoney Point Fire Department member, who contracts with a former member for expert or consultant services within **1 year** of the latter's departure from membership, shall promptly inform the Administrator about the agreement.

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Stoney Point Firefighter Code of Ethics

I understand that I have a responsibility to conduct myself with integrity and demonstrate ethical behavior. My community trusts me to perform my duties impartially, I will not betray that trust. I therefore pledge the following to earn the confidence of my community:

- My personal conduct will, always, reflect positively on myself and Stoney Point Fire Department
- I will accept responsibility for my actions and for the consequences of those actions
- Honesty and integrity are my watchwords; I will not condone acts that compromise my honor or the public trust
- The safety and welfare of my fellow responders and the community are my top concern
- I will be respectful, professional, and competent in the exercise of my duties
- I will not engage in outside businesses or activities that will have a negative influence on the public's confidence in Stoney Point Fire Department
- I will not accept personal rewards, special privileges, benefits, advancement, honors, or gifts that may create a conflict of interest, or the appearance thereof
- I will never engage in activities that involve alcoholic beverages or other substance use or abuse that can impair my mental state or the performance of my duties and compromise the safety of my fellow responders or the public
- I will never discriminate based on race, religion, color, creed, age, marital status, national origin, ancestry, gender, sexual preference, medical condition, or handicap, nor condone those that do
- I will never harass, intimidate, or threaten fellow members of the service or the public, nor will I condone those that do
- I will not use social media platforms to bring discredit upon Stoney Point Fire Department or emergency services by posting negative comments, unauthorized information, or pictures

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References

Fire Service Ethics Statement
