



Code of Ethics

In order to promote integrity, objectivity, and professional behavior for Public Officials including members of Town Council, Employees/Staff and elected or appointed members of Boards, Commissions, Committees, and Authorities, the Town of McCandless establishes these principles that set parameters and provide guidance for conduct and decision-making. The Town of McCandless requires the highest ethical standards for Public Officials in the performance of their responsibilities. These principles are to be adhered to in all situations and circumstances including in-person, online, in print, and other forms of media and during personal interaction, and at all times during service and beyond regarding matters of a confidential nature.

Town of McCandless Public Officials agree to:

1. Faithfully abide by the Pennsylvania Public Official and Employee Ethics Act, the Town of McCandless Code and any rules, and regulations of the Town of McCandless, as well as the Town's Statement of Equality, Diversity, and Inclusivity:

“The Town of McCandless is a place of welcome and hospitality for all who would seek lawful residence in or visit our community regardless of their country of origin, race, native language, religion or sexual orientation and embraces empathy for all, promoting equality, diversity and inclusivity.”

2. Undertake the responsibilities and duties of the position in such a manner to result in the good of the entire community rather than for one's own personal benefit or advancement.

3. Maintain a professional level of courtesy, respect, and objectivity in all Town-related activities.

4. Demonstrate respect for the diversity of opinions as expressed or acted upon by others and formally register dissent as appropriate.

5. Promote collaboration, cooperation, and partnership among all associated individuals.

6. Exercise reasonable care, good faith, and due diligence in Town affairs.

7. Fully disclose, at the earliest opportunity, information that may result in a perceived or actual conflict of interest.

8. Remain accountable for prudent fiscal management.

9. No Town employee, elected official or appointed official of the Town shall:

A. Engage, directly or indirectly, in any business transaction or private arrangement for profit which accrues from or is based upon his or her Town position or authority.

B. Participate in the influencing, negotiation of or decision to award contracts, the settlement of any claims or charges in any contracts, the making of loans, the granting of subsidies, the fixing of rates, or the issuance of permits, licenses, grants certificates, guarantees or other things of value to, with or for any entity in which he or she has a financial or personal interest.

C. Represent or act as agent for any private interest, whether for compensation or not, in any transaction in which the Town has a direct and substantial interest and which could be reasonably expected to result in a conflict between a private interest of the employee, elected official, or appointed official in their official Town responsibilities.

10. Respect the confidentiality of sensitive information known due to service to the Town.

Failure of any Public Official to comply with this Code of Ethics may, at the discretion of Town Council, result in sanction, disciplinary action, and/or the removal of that individual from his or her position. All reports will be investigated by the Town's Human Resources Department and the Town Attorney who will issue a report to the Town Manager and Council President.

Signature

Date

Printed Name

- ☐ Town Council Elected Official
- ☐ Employees/ Staff
- ☐ Member of Boards, Commissions, Committees or Authorities