

HEREFORD ZONE RECREATION AND PARKS COUNCIL

CODE OF ETHICS

This Code of Ethics requires that every officer, member of a committee with Executive Committee delegated powers, and activity chairperson of the Hereford Zone Recreation and Parks Council (“HZRPC”) must, in the course of carrying out HZRPC activities:

- Behave honestly and with integrity.
- Act with care and diligence.
- Treat everyone with respect and courtesy, and without harassment.
- Comply with all applicable federal, state, and local laws and regulations.
- Comply with HZRPC policies.
- Comply with all lawful and reasonable direction given by someone in the HZRPC who has authority to give the direction.
- Never provide false, misleading, or incomplete information in response to a request for information that is made for HZRPC purposes.
- Use HZRPC resources in a proper manner.
- Never make improper use of inside information.
- Behave in a manner that upholds the HZRPC’s values and good reputation.
- Report all known or suspected violations of this code of conduct.

In the fulfillment of these requirements, every officer, member of a committee, and activity chairperson of the HZRPC should be able to unequivocally answer “yes” in respect to each of the following questions with respect to all of their activities carried out as a representative of the HZRPC:

- Is my action legal and in compliance with all applicable laws and regulations?
- Is my action ethical?
- Does my action comply with all HZRPC policies?
- Am I sure that my action does not in any way *appear* to be inappropriate to anyone who may observe my behavior?
- Am I certain I would not be embarrassed or compromised if my action became known within the HZRPC or publicly?
- Am I sure that my action meets my personal code of ethics and behavior?
- Am I setting a good example for the program participants?

In addition to being able to respond affirmatively to each of the preceding questions with respect to all your actions, you should strive to respond “yes” to one additional question with respect to as many activities as possible:

- Does my action meet a standard of behavior that surpasses all enforceable laws, policies, and rules, to achieve an exemplary level of ethical behavior that the HZRPC would be proud of?

Every officer, member of a committee with Executive Committee delegated powers, and activity chairperson of the HZRPC shall annually sign a statement which affirms that such person has received a copy of the Code of Ethics, has read and understands the Code of Ethics, and has agreed to comply with the Code of Ethics.

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CODE OF ETHICS ACKNOWLEDGMENT

I hereby confirm that I have received a copy of the Code of Ethics of the Hereford Zone Recreation and Parks Council, have read and understand such Code of Ethics and agree to comply with such Code of Ethics.

Date: _____

By: _____
Name: