

## DeKalb County Volunteer Ethics Pledge

As a DeKalb County volunteer I am committed to promoting integrity in DeKalb County government by placing the best interest of the County above my own financial or personal interests by complying with the following rules:

1. I will not use my position to secure special advantage or benefit for myself, my family, or other persons and will seek to avoid situations that may give the perception of impropriety. When uncertain about the right action to take, I will ask the Ethics Office or the Board of Ethics for advice.
2. I will not solicit or accept money or gifts including meals, tickets, travel, entertainment, or other things of value from an outside source or contractor, vendor or supplier that does business with the County. If I receive an unsolicited gift, I will seek advice from the Ethics Officer regarding how to proceed.
3. I will use public property, vehicles, equipment, labor, and services only for official city business and not request or allow its use for the private advantage of any individual or private entity.
4. I will not knowingly vote or participate in any matter in which I have a financial or personal interest and will not participate in any bid, proposal, contract, or subcontract if I or my immediate family, employer, prospective employer, or a related business entity have a financial or personal interest. I will report all personal or financial conflicts of interest to the board on which I serve and file a conflicts form with the Ethics Board.
5. I will not enter into any agreement to provide goods and services to the board on which I serve or to any other County agencies. I understand that I must disclose any current business that I conduct with other unrelated County agencies to the Ethics Board and to the Board on which I serve.
6. I will not represent any individual or private interest for pay in any proceedings in conflict with the interests of the County or in litigation in which the County is involved. I will not represent any individual or private interest, whether paid or unpaid, before any state or county agency, commission or department or any legislative body which is or may be the subject of an official act or action of DeKalb County.
7. I will not hold investments, engage in paid employment, or be paid to render services for a private interest when the work is adverse to and incompatible with the proper discharge of my official duties with the County.
8. I will not disclose any confidential information that I learn in my official capacity. I will not use confidential information that I have learned from my official position in order to benefit myself, my family or anyone else; for instance, I will not acquire an interest in any contract or transaction at a time when I believe such an interest will be affected by an official act of DeKalb County.

10. It is my responsibility as a DeKalb County Official to report any violations of the Ethics Code that I observe or believe may be taking place. I can speak to the Ethics Officer or make an anonymous report to the County hotline. DeKalb County will not retaliate against any person making a report in good faith.

11. I understand that the County has a two-year cooling off period and for two years after leaving County service I will not appear before the board on which I serve or be paid to work on any matter in which I was directly concerned, personally participated, actively considered, or about which I gained knowledge while serving the County.

**I \_\_\_\_\_ acknowledge that I have received and read this pledge and agree to abide by the DeKalb County Code of Ethics. I understand that the most current copy of the Code of Ethics is on the DeKalb County Ethics website and that I can seek advice from the Ethics Officer if I need guidance on how to avoid a conflict of interest and comply with the Code of Ethics.**

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Signature/Department/Date