

Ethics Policy for City Officials and Employees

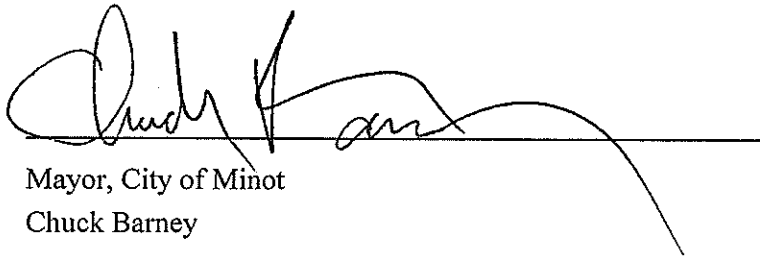
Good government requires decision-makers and policy makers to be independent, impartial, and accountable to the people they serve. Public service is a public trust, requiring public servants (elected officials and employees) to act loyal to the Constitution, the laws, ordinances and ethical principles. The City of Minot's goal is to provide high quality municipal services that are responsive to the needs of our citizens. Thus it has adopted this ethics policy to promote and maintain the highest standards of personal and professional conduct in pursuit of good government.

To ensure every citizen has confidence in the integrity of the City of Minot Government, public servants of the City shall respect and adhere to these fundamental principles of ethical service:

1. A public servant shall be dedicated to the highest ideals of honor and integrity in all public and personal relationships in order that they may merit the respect and confidence of all elected officials, appointed officials, the citizens and other public employees.
2. A public servant shall take personal responsibility for the quality of service or representation provided to each citizen so as to deliver the best possible service or representation in a friendly, receptive and courteous manner.
3. A public servant shall act impartially and not give preferential treatment to any organization or individual. Particularly, a public servant shall adhere to all laws and regulations that provide equal opportunity for all persons regardless of race, color, religion, sex, national origin, age or disability.
4. A public servant, serving in a supervisory role, shall handle all personnel matters on the basis of merit so that fairness and impartiality govern decisions, pertaining to appointments, promotions, pay adjustments, and discipline.
5. A public servant shall satisfy, in good faith, the same obligations as any other citizen, including all just financial obligations, especially those – such as Federal, State or local taxes – imposed by law.
6. A public servant shall not conduct official business if he or she has a direct and substantial financial interest therein (except as allowed by statute), nor shall engage in financial transactions using non-public information, nor allow the improper use of such information by others to further any private interest.
7. A public servant shall perform official duties on a "best efforts" basis.
8. No public servant shall make an unauthorized commitment or promise of any kind purporting to bind the City.

9. A public servant shall protect and conserve public property, shall not use it for other than authorized activities, and shall disclose waste, fraud, abuse, and corruption to appropriate authorities.
10. No employee may solicit or accept any gift or other item of monetary value from any person or entity seeking official action from, doing business with, or conducting activities regulated by the employee's department, or whose interests may be substantially affected by the performance or nonperformance of the employee's duties.
11. No public servant shall engage in outside employment or activities, including seeking or negotiating for employment that conflicts with official City duties and responsibilities. For employees, outside employment performed must comply with relevant department standards of conduct, including any requirement for approval of outside employment.

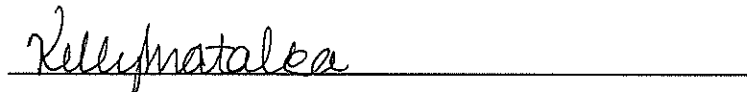
Signature:



Mayor, City of Minot
Chuck Barney

5/4/16
Date

ATTEST:



City Clerk
Kelly Matalka

5/4/16
Date