

Conflict Of Interest & Political Activity

Employees shall avoid conflicts of interest and shall not use their position for personal gain.

Political activity must comply with Georgia law and shall not interfere with County operations or occur during working time.

The County, to include any offenses specific to local governments, in its mission of service to its citizens, has an obligation to ensure public confidence in the integrity of County employees. Therefore, it is essential that the County establish appropriate ethical standards to guide its personnel in the performance of their duties, so that there shall not exist, nor appear to exist, a conflict between private interest and public responsibilities. Violations of one or more of the following ethical standards may be considered sufficient grounds for dismissal or suspension pending investigation.

The following standards shall guide County employees in the discharge of their responsibilities.

1. **Gifts and Favors.** No employee shall request or receive a gift, favor, or loan of anything of value for himself/herself or another person if it tends to or appears to influence his/her opinion or judgments in the performance of official duties. Meals and items of value under \$25 are excluded from this policy.
2. **Confidential Information.** No employee shall make use of or reveal confidential information acquired through his/her position with the County for private gain or for the private gain of any other persons or groups.
3. **Acquiring an Interest.** No employee shall acquire an interest in any contract at a time when he/she has reason to believe that such interest will be affected either by his/her own official actions or by the official actions of the County.
4. **Disclosure and Disqualifications.** An employee cannot have a financial interest in a business or activity that he/she has reason to believe may be affected by his/her actions or by the actions of the County. If such a situation arises, the employee must make disclosure of the exact nature and value of the interest in writing to the appropriate persons and ask for an opinion regarding the priority of this interest. Any employee who has such an interest shall disqualify himself/herself from participating in any official action directly affecting this interest.
5. **Contract with Employees.** The County shall not enter into any contract for services or property with any employee (this does not apply to the contract between the County Manager and County, nor does it apply to employment contracts with other employees). The County also cannot enter into any contract