



County of Somerset, Maine

Ethics Policy

It is the policy of Somerset County that its Employees and County Commissioners uphold the highest standards of ethical and professional behavior. The Employees and County Commissioners shall dedicate themselves to carrying out the mission of this organization and shall:

- a) Hold paramount the safety, health and welfare of the public in the performance of professional duties.
- b) Act in such a manner as to uphold and enhance personal and professional honor, integrity and the dignity of the profession.
- c) Treat with respect and consideration all persons, regardless of race, religion, gender, sexual orientation, maternity, marital or family status, disability, age or national origin.
- d) Engage in carrying out Somerset County's mission in a professional manner.
- e) Collaborate with and support other professionals in carrying out Somerset County's mission.
- f) Build professional reputations on the merit of services and refrain from competing unfairly with others.
- g) Recognize that the chief function of Somerset County at all times is to serve the best interests of Somerset County.
- h) Accept as a personal duty the responsibility to keep up to date on emerging issues and to conduct themselves with professional competence, fairness, impartiality, efficiency, and effectiveness.
- i) Respect the structure and responsibilities of the Board of Commissioners, provide them with facts and advice as a basis for their policy making decisions, and uphold and implement policies adopted by the board of Commissioners.
- j) Keep the community informed about issues affecting it.

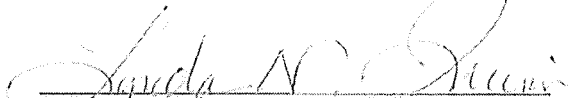
- k) Conduct organizational and operational duties with positive leadership exemplified by open communication, creativity, dedication, and compassion.
- l) All Commissioners and County Employees should uphold the mission of the County and make decisions in accordance with the best interests of the County.
- m) Serve with respect, concern, courtesy, and responsiveness in carrying out the organization's mission.
- n) Demonstrate the highest standards of personal integrity, truthfulness, honesty, and fortitude in all activities in order to inspire confidence and trust in the County Employees and the Commissioners.
- o) Avoid any interest or activity that is in conflict with the conduct of their official duties.
- p) Respect and protect privileged information to which they have access in the course of their official duties.
- q) Strive for personal and professional excellence and encourage the professional development of others.
- r) Properly administer the affairs of the County.
- s) Promote decisions which benefit the public interest and the County.
- t) Actively promote public confidence in County government.
- u) Keep safe all funds and other properties of the County.
- v) Conduct and perform the duties of the office diligently and promptly for the business of the County.
- w) Maintain a positive image to withstand constant public scrutiny within and outside the County.
- x) Evaluate all decisions so that the best service or product is obtained at a minimal cost without sacrificing quality and fiscal responsibility.
- y) Effectively and efficiently work with governmental agencies, political subdivisions and other organizations in order to further the interest of the County.
- z) Faithfully comply with all laws and regulations applicable to the County and impartially apply them to everyone.

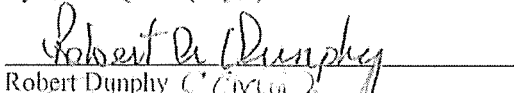
The ethical County employee should not:

- a) Engage in outside interests that are not compatible with the impartial and objective performance of his or her duties.
- b) Improperly influence or attempt to influence other officials to act in his or her own benefit.
- c) Accept anything of value from any source which is offered to influence his or her action as a public official.

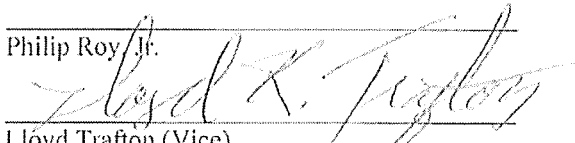
(Adopted by the County Commissioners on January 22, 2014)

SOMERSET COUNTY COMMISSIONERS


Lynda N. Quinn (Chair)


Robert Dunphy (Circuit)


Robin E. Frost

Philip Roy Jr.

Lloyd Trafton (Vice)