



**NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT  
DISTRICT POLICY**

<b>District Policy Section</b>	<b>1.03 – Code of Ethics</b>
<b>Adoption Date</b>	02/12/15
<b>Resolution #</b>	15-009
<b>Effective Date</b>	02/12/15
<b>Revision Dates</b>	04/23/20

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**POLICY:** It is the policy of the Board to foster an environment free of ethical improprieties or conflicts of interest so as to inspire confidence in the District by its constituents and taxpayers, as well as to ensure compliance with the law.

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**1. CODE OF ETHICS**

To avoid misunderstandings and conflicts of interest that could arise, the following shall be adhered to by all employees of the District. This policy is in accordance with Chapter 112, Part III of the Florida Statutes, entitled "Code of Ethics for Public Officers and Employees."

**2. SPECIFIC PROVISIONS**

In addition to each employee's responsibility to be familiar with the Code of Ethics in Chapter 112, Part III, Florida Statutes, the following shall apply:

- A. No District employee shall use or attempt to use their position to secure special privileges or exemptions for themselves or others, except as may be provided by policy and/or law.
- B. No District employee shall accept employment or engage in any business or professional activity that they might reasonably expect would require or induce them to disclose confidential information acquired by them by reason of their official position.

- C. No District employee shall disclose confidential information gained by reason of their official position, nor shall they otherwise use such information.
- D. No District employee shall transact any business in their official capacity with any business entity of which they are officer, director, agent or member, or in which they own a controlling interest.
- E. No District employee shall have personal investments in any enterprise that will create substantial conflict between their private interests and the public interest.
- F. No District employee shall appoint, employ, advance, or advocate for employment, promotion, or advancement, in or to a position in the District, any individual who is a relative, as provided in Section 112.3135, Florida Statutes, or any successor thereto.
- G. Always conduct yourself in a manner that reflects positively on yourself, the District and the fire service profession – on and off duty.
- H. Avoid situations that would adversely affect the credibility or public perception of yourself, the District or the fire service profession – on and off duty.
- I. Accept responsibility for your actions and for the consequences of your actions.
- J. Support the concept of fairness and the value of diverse thoughts and opinions.
- K. Be truthful and honest at all times and report instances of cheating or other dishonest acts that compromise the integrity of the fire service.
- L. Be respectful and conscious of each member's safety and welfare.
- M. Recognize that you serve in a position of public trust that requires stewardship on the honest and efficient use of publicly owned resources, including uniforms, facilities, vehicles and equipment, and that these are protected from misuse and theft.
- N. Exercise professionalism, competence, respect and loyalty in the performance of your duties and use information, confidential or otherwise, gained by virtue of your position, only to benefit those you are entrusted to serve.
- O. Never discriminate on the basis of race, religion, color creed, age, marital status, national origin, ancestry, gender, sexual orientation, gender identity, gender

expression, genetic information, sexual preference, pregnancy, veteran status, medical condition or disability.

- P. Never harass, intimidate or threaten fellow members of the service or the public; and, stop or report the actions of other firefighters who engage in such behavior.
- Q. Responsibly use social networking, electronic communications, or other media technology opportunities in a manner that does not discredit, dishonor or embarrass the organization, the fire service and the public. The failure to resolve or report inappropriate use of this media equates to condoning this behavior.

### **3. OUTSIDE EMPLOYMENT**

Employees may engage in other employment during their off-duty hours. However, no employee may engage or continue in outside employment prohibited under Section 2 above, or that could interfere with the best interest of the District, or that would create the appearance of conflict or impropriety with regard to the employee's District employment.

District employment shall be considered the primary employment of full time employees. Every full time employee engaging in outside employment under this policy shall respond immediately to any emergency call-to-duty by the District whenever the Fire Chief or designee determines their services to be necessary.