## **Standards of Ethical Conduct**

The Foothill-De Anza Community College District is a public entity operated in accordance with California state law. To protect the public interest, district employees are obligated to treat their positions as a public trust, using their official powers and duties and the resources of the district only to advance the public interest. This obligation requires that all employees:

be accountable as individuals and as members of this community for our ethical conduct and for compliance with applicable laws, policies and directives

protect the integrity of the district by being impartial in the exercise of their duties, and avoiding the use of their positions for personal gain or private benefit;

promote an environment free from fraud, abuse of authority, and misuse of public resources;

create a work environment that is free from all forms of unlawful discrimination and harassment;

treat members of the district community and of the community at large with respect, concern, courtesy, and responsiveness;

protect confidential information to which employees have access in the course of their duties.

Reviewed by CAC 5/20/11 Approved 6/20/11

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