



Virginia Task Force 2

1.06 US&R Code of Ethics

March 2019

Urban Search and Rescue

Administrative Manual

Urban Search and Rescue Team Code of Ethics

ISSUE STATEMENT

The purpose is to provide a guide for an acceptable standard of ethical behavior for our task force members and to form a foundation for how work is to be done and defines the desired behaviors through Principles of Ethical Conduct.

REQUIRED ACTIONS

Ethical Conduct

- Reasons for compliance
 - Conscience
 - Reputation
 - Administrative sanctions
 - Criminal sanctions
 - Leadership by example
- Executive Order 12731
 - Principles of Ethical Conduct
 - Signed October 17, 1990
 - CFR 2600-2641

The 14 Principles of Ethical Conduct

- Place the law and ethical principle above private gain.
- Do not hold financial interests that conflict with your work.
- Do not use nonpublic (inside) government information to benefit yourself or others.
- Do not solicit or accept a gift or other item of monetary value from a prohibited source unless authorized. Do not give or solicit gifts for persons in the supervisory chain. Do not accept gifts of \$20 or more from a person or organizations that is:
 - Seeking action from FEMA;
 - Doing business with FEMA;
 - Regulated by FEMA; or
 - Affected by your official actions.
- Employees shall put forth an honest effort in the performance of their duties.
- Do not make unauthorized promises binding the government.



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- Do not use your public office for private gain. Do not endorse any product, service, or enterprise.
- Act impartially without preferential treatment.
 - As FEMA employee, actions must be impartial and fair
 - Cannot show preferential treatment
- Protect and conserve government property. Supervisor may authorize limited use of government equipment for personal purpose.
 - Minimal additional expense
 - Does not interfere with official business
 - Takes place during non-work hours
 - Does not support a personal business
- Avoid outside activities or employment that conflict with official duties.
- You cannot accept compensation if the activity is related to your official duties. Examples include:
 - Teaching
 - Speaking
 - Writing
- Report fraud, waste and abuse to:
 - Your supervisor,
 - The General Counsel, or
 - The Inspector General; the IG Hotline is 1-800-323-8603
- Satisfy your obligations as citizens. Pay your taxes and any other public or private financial obligations.
- Provide ethical treatment for all.
- Principle 13 requires employees to adhere to the legal authorities providing equal opportunity for all regardless of:
 - Race
 - Color
 - Religion
 - Sex
 - Age
 - Disability
- Avoid the appearance of ethical violations.

Fundraising

- Not in the office.
- Not using your government title.
- Not from persons affected by your official duties.
- Exceptions to this principle include the Combined Federal Campaign and other Office of Personnel Management (OPM) approved activities.



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Handling ethical problems

- Identify the ethical issue.
- Know what is right.
- Do what is right.

Core concepts

- Do not use public office for private gain.
- Act impartially and without preferential treatment.