

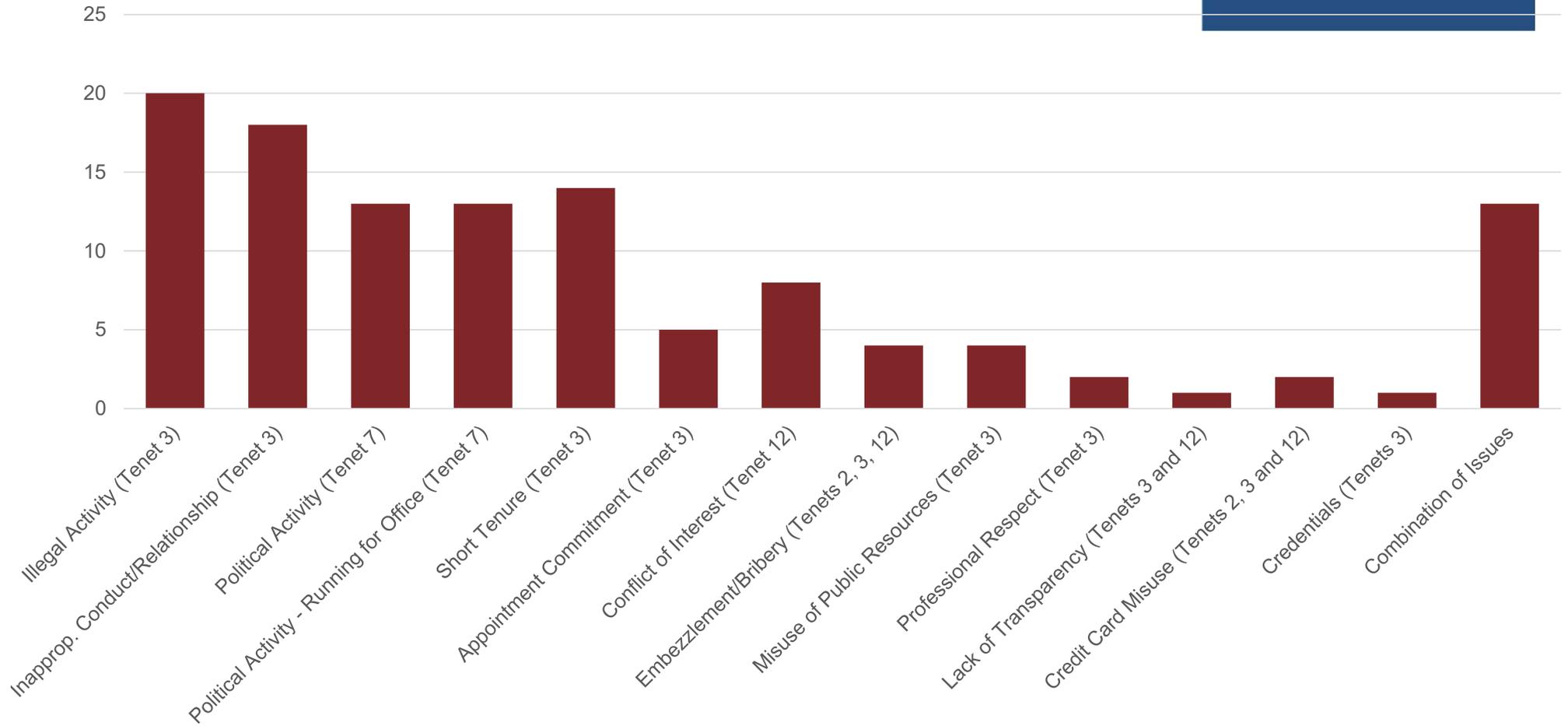
The ICMA logo is a dark blue square with the letters 'ICMA' in white, bold, sans-serif font. It is positioned in the upper right corner of the image.

ICMA

ICMA Ethics

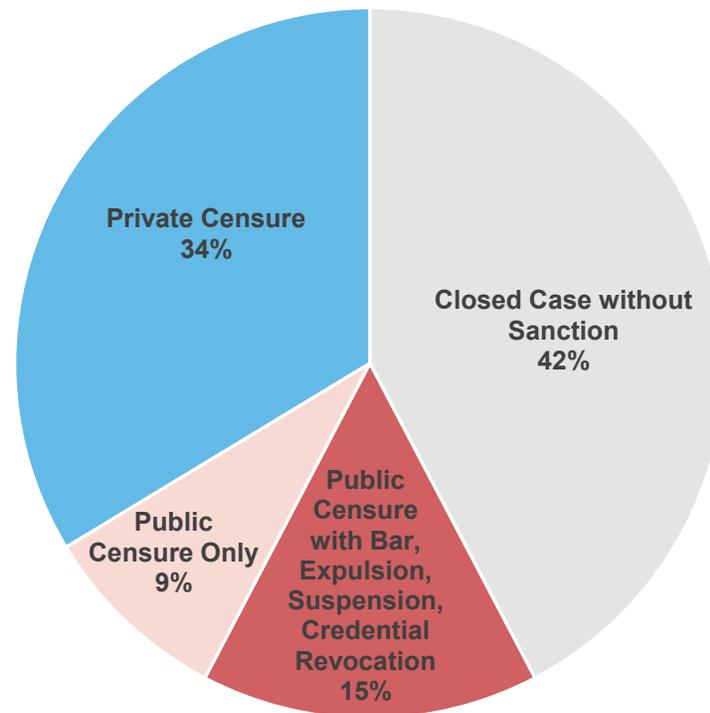
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Ethics Violations 2010-2019



Resolution of Ethics Cases

208 Total Ethics Cases: 2010-2019



Ethics Scenarios

The media asks you, the City Manager, to make a statement about a referendum your City is supporting. What do you do?

Tenet 7

Presentation of Issues. Members may assist their governing body in the presentation of issues involved in referenda such as bond issues, annexations, and other matters that affect the government entity's operations and/or fiscal capacity.

Tenet 7

Personal Advocacy of Issues. Members share with their fellow citizens the right and responsibility to voice their opinion on public issues. Members may advocate for issues of personal interest only when doing so does not conflict with the performance of their official duties.

Ethics Scenarios

You've been asked to lend your name to a book that your colleague is about to publish. Can you provide an endorsement?

Tenet 12

Endorsements. Members should not endorse commercial products or services by agreeing to use their photograph, endorsement, or quotation in paid or other commercial advertisements, marketing materials, social media, or other documents, whether the member is compensated or not for the member's support. Members may, however, provide verbal professional references as part of the due diligence phase of competitive process or in response to a direct inquiry.

Tenet 12 (cont)

Members may agree to endorse the following, provided they do not receive any compensation: (1) books or other publications; (2) professional development or educational services provided by nonprofit membership organizations or recognized educational institutions; (3) products and/or services in which the local government has a direct economic interest. Members' observations, opinions, and analyses of commercial products used or tested by their local governments are appropriate and useful to the profession when included as part of professional articles and reports.

Ethical Scenario

You are asked by the local newspaper to submit an article highlighting the City's past year accomplishments. They also request a photo that can accompany the article. What photo do you give them?

Tenet 6

Recognize that elected representatives are accountable to their community for the decisions they make; members are responsible for implementing those decisions.

Ethics Scenario

Shirley works in Permits and was caught taking money out of the drawer. Wasn't the first time. She has admitted to taking money –enough for lunch and always put it back after being paid. She's been with the city for 22 years and can retire in 3 years. She's a team player and has always been helpful to other departments when they are short. What do you do with Shirley?

Tenet 11

Handle all matters of personnel on the basis of merit so that fairness and impartiality govern a member's decisions, pertaining to appointments, pay adjustments, promotions, and discipline.

Ethics Scenario

You are at an Arkansas Municipal League Conference. During one of the receptions, a conversation with several council members from an adjacent city starts. After they learn who you are, they begin asking what you would do about a right-of-way issue. Halfway through your diatribe, you realized that this is potentially not the course your colleague has recommended. What do you do?

Tenet 2

Advice to Officials of Other Local Governments. When members advise and respond to inquiries from elected or appointed officials of other local governments, they should inform the administrators of those communities in order to uphold local government professionalism.

Ethics Scenario

The manager of a small town near the city you manage has resigned and that organization does not have the resources to hire a recruiting firm. You have a good relationship with the members of that governing body and they have asked if you could lend your expertise in their recruitment process.

Tenet 12

Public office is a public trust. A member shall not leverage his or her position for personal gain or benefit.

Private Employment. Members should not engage in, solicit, negotiate for, or promise to accept private employment, nor should they render services for private interests or conduct a private business when such employment, service, or business creates a conflict with or impairs the proper discharge of their official duties.

Teaching, lecturing, writing, or consulting are typical activities that may not involve conflict of interest, or impair the proper discharge of their official duties. Prior notification of the appointing authority is appropriate in all cases of outside employment.

Ethics Scenario

The city's public information officer (PIO) is retiring after serving the city for more than 25 years. You have known the PIO since you became the manager 10 years ago. You respect the PIO and they have been a trusted advisor on your internal leadership team. Post-retirement, the PIO plans to offer consulting services focusing on municipal crisis management. You would like to be supportive of the PIO's new chapter and wonder how you might be able to ethically do so.

Tenet 3

Demonstrate by word and action the highest standards of ethical conduct and integrity in all public, professional, and personal relationships in order that the member may merit the trust and respect of the elected and appointed officials, employees, and the public.

Public Confidence. Members should conduct themselves so as to maintain public confidence in their position and profession, the integrity of their local government, and in their responsibility to uphold the public trust.

Ethics Scenario

- You have been friends with a local attorney in town since high school. That attorney is now running for District Attorney. Because you live on a highly visible thoroughfare, he wants to put a large yard sign in your front yard. What do you do?

Tenet 7

Refrain from all political activities which undermine public confidence in professional administrators. Refrain from participation in the election of the members of the employing legislative body.

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INTERNATIONAL CITY/COUNTY
MANAGEMENT ASSOCIATION