

WFOA CODE OF ETHICS

With Guidelines

The mission of the WFOA is to pursue the protection of life and property by leadership, education, and support for its members and affiliate organizations. Member Chiefs have a special responsibility to the community, as well as legal and ethical obligations ensuing from service.

These responsibilities impose duties inherent in the fire service, including the promotion and protection of public trust and confidence, avoidance of conflicts of interest and appearances of impropriety, as well as careful and informed management of public finances. These duties must at all times guide the conduct of all WFOA Member Chiefs.

Conflict of Interest	A 'conflict of interest' refers to situations in which private interests or personal considerations may compromise a chief officer's judgment and his or her responsibility to act in the best interest of the fire service. Members should always hold themselves to the highest standard of personal integrity by avoiding all conflicts of interest or the appearance of the same.
Appropriate Conduct	The WFOA expects all members to maintain the highest standards of professionalism, judgment, maturity and personal integrity; to comply with all applicable laws; and to treat others with dignity and respect.
Equal Opportunity	All decisions pertaining to hiring practices, volunteer recruitment, appointments, pay adjustments, promotions, and discipline should prohibit discrimination because of race, color, religion, sex, national origin, sexual orientation, political affiliation, disability, age, or marital status.
Anti-Harassment and Non-Discrimination	The WFOA believes that all employees and volunteers have the right to work in an environment where everyone can achieve their full potential without being impeded by discrimination or harassment. Members should have no tolerance for acts of inappropriate and illegal discriminatory behaviors in the fire and emergency service.
Labor/Volunteer/Management Relations	Members should develop and maintain healthy labor/volunteer/management relationships for the purpose of improving the quality of life for fire service personnel and the citizens that they serve.
Drugs and Alcohol	Members should not possess, distribute, sell, transfer, or use illegal drugs. Members should not distribute, sell or use alcohol in the workplace, while on duty, or while operating department-owned vehicles or equipment. Alcohol may be consumed in moderation at department sponsored events and professional functions (including receptions and dinners); at business entertainment meetings held during business hours; or at municipal locations where service of alcohol has been approved in advance by the department.
Wellness-Fitness	The WFOA supports the IAFC/IAFF Joint Labor/Management Wellness-Fitness Initiative. Members have a responsibility to adopt policies to maintain fit, healthy and capable fire fighters and EMS personnel.

Personal Information and Privacy	Members should strive to protect employee/volunteer privacy interests and to prevent inappropriate disclosures of information from an employee or volunteer's personnel record.
Outside 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. Members shall not engage in outside work or business activities that runs contrary to the central mission of the organization, and damages the Department's reputation with the general public.
Use of Department Property	Use of department property is limited to the conduct of official business and uses that are allowed to the general public.
Internet, E-Mail and Voice Mail	Internet access, e-mail and voice mail are provided for business use. Incidental and appropriate personal use is permissible.
Public Speech	The WFCFA respects the rights of members for personal self-expression. However, members who identify themselves as employees/volunteers of their departments in public communications must make it clear that the views expressed are their own and do not necessarily reflect the views of their departments or the WFCFA.
Confidential Information	Members should not disclose to others, or use to further their personal interest, confidential information acquired by them in the course of their official duties.
Impression of Influence	WFCFA members should conduct their official and personal affairs in a manner that avoids any impression of influence and disclose any personal relationships that may give the impression of influence. Members should not accept gifts, money, discounts or favors including a benefit to family members, friends or business associates if the gift could be reasonably inferred or expected that the gift was intended to influence them in the performance of their official duties, or acceptance of the gift is forbidden by state or local law or department policy.
Personal Appearance	Members are expected to dress in a clean and neat manner appropriate to their job responsibilities and consistent with the standards of professional, appearance, and dress.
Political Activities	WFCFA members generally are entitled to exercise their rights to hold membership in or support a political party; to participate in political campaigns; to vote; and express their opinions on political subjects or candidates. Members should not, however, participate in political activity during the scheduled workday. Likewise members should not participate in political activity as a representative of the WFCFA unless specifically directed to by the leadership of the WFCFA.