

GENERAL DISTRIBUTION

WEST VIRGINIA
DIVISION OF CORRECTIONS
& REHABILITATION

NUMBER: 141.00

DATE: 01 August 2020

SUBJECT: **CODE OF ETHICS**

POLICY DIRECTIVE

PURPOSE:

To ensure employees are aware of the West Virginia Governmental Ethics Act which prohibits employees from using their official position to secure privileges for themselves or others and from engaging in activities that constitute a conflict of interest.

REFERENCE:

WV Code §§6B-1-1 *et seq.* and 6B-2-5; and 158CSR7 Title 158 Legislative Rule of the West Virginia Ethics Commission.

RESPONSIBILITY:

No additional written instructions on this subject are required.

CANCELLATION:

Any previous written instruction on the subject, including DOC Policy Directive 141.00, dated 01 January 2012 and DJS Policy 127.00, dated 01 April 2012.

APPLICABILITY:

All facilities and work units within the Division of Corrections and Rehabilitation. This Policy is available for general distribution.

DEFINITIONS:

Public Employee: any full-time or part-time employee of any state, county or municipal governmental body or any political subdivision thereof.

POLICY:

- I. The basic principle underlying the West Virginia Governmental Ethics Act (hereinafter referred to as "Ethics Act") as established in West Virginia Code §6B-1-1 *et seq.*, is those in public service must use their positions for the public's benefit and not for their own private gain or the private gain of another. The code of conduct established by the Ethics Act applies to all public servants including public employees, elected public officials, appointed public officials and public servant volunteers, whether full-time or part-time, in the legislative, judicial, and executive branches of state, county and municipal government, including all boards, commissions and agencies.

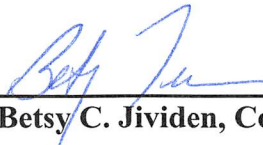
- II. Additional information and an overview of the Ethics Act is available on the West Virginia Ethics Commission website.
 - A. Persons subject to the provisions of the Ethics Act may request a written Advisory Opinion from the Ethics Commission as to whether an action or proposed action violates the Ethics Act.

 - B. Informal advice on the meaning and application of the Ethics Act may be obtained by contacting the West Virginia Ethics Commission.

ATTACHMENT(S):

None.

APPROVED SIGNATURE:


Betsy C. Jividen, Commissioner

7-30-20
Date