



Ethical Guidelines

Purpose

- To identify standards of ethical behavior

Applicability

- Applies to all LPYC members
- Public events
- When wearing LPYC shirts
- When representing LPYC/Litchfield Park at school or with other groups

Social Media

- You are responsible for what you post
- You may be responsible for what others post if it contains your image or implicates you in criminal or unethical behavior.
- Headline test

Policy

- LPYC members are expected to obey all laws
- Maintain personal integrity
- Avoid misconduct or the appearance of misconduct
- Treat others fairly and equitably

Procedures

- Any LPYC member who has an ethical concern regarding another LPYC member should consult the LPYC advisor and not discuss the incident with other LPYC members.
- LPYC members who are found to be in violation of the Ethical Guidelines can expect to have the issue addressed and will either be given a warning or removed from the youth council.

Responsible party

- The LPYC Advisor will address any ethical issues with the person who is suspected of unethical behavior.



Anti-Discrimination and Non-Harassment Policy

Purpose

- To provide LPYC members with an environment free from unlawful discrimination
- To inform LPYC members of prohibited acts and inappropriate conduct, which constitute or contribute to unlawful discrimination or harassment, or otherwise conflict with LPYC Values.
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- To provide LPYC members with a complaint procedure that will allow the LPYC Advisor to:
 1. promptly and thoroughly investigate alleged acts of discrimination and/or harassment, or inappropriate conduct or behavior;
 2. take any appropriate disciplinary action, based on the investigation;
 3. engage in preventative or corrective measures; and
 4. protect employees from retaliation for bringing the complaint or participating in the process.

Applicability

- Applies to all LPYC members
- Questions or concerns regarding any issues of suspected harassment or discrimination should be directed to the LPYC Advisor.

Policy

- This policy is intended to comply with the City's policy which in turn is intended to apply to all federal guidelines regarding anti-discrimination and harassment.

Procedures

- Same procedure as Ethical Guidelines

Responsible Party

- Same as Ethical Guidelines