

## Code of Ethics of Public Servants

### Preamble

In order to contribute to gaining and maintaining the trust of the public, every public servant should

respect certain core values. These are, first of all, the legality of all decisions made and equal approach

to all individual and legal entities. Each and every public administration employee is concerned about

the efficiency of public administration and therefore enhances his/her expertise by continuous training.

The purpose of this code is to promote desired standards of behaviour among public servants and to

inform the public about the standards of behaviour that citizens have a right to demand from public

administration employees.

### Article 1.

#### Basic enactment

1. The Code serves as a recommendation for employees of the state administration and for

employees of territorial self-governing units (who are hereafter referred to only as "employees").

2. The employee works in correspondence with the Constitution of the Czech Republic, laws and

other legal regulations. At the same time he/she does everything possible to act in conformity with

the enactments of the Code.

## Article 2.

### Basic principles

1. Work in public administration is a service to the public. The employee performs at a high level of qualification that he/she continuously improves. His/her work should be accompanied by the highest extent of kindness, understanding and willingness possible and should refrain from any kind of prejudice.
2. The employee treats other employees of his/her office as well as employees of other offices of public administration correctly.
3. The employee makes his/her decisions and deals with matters objectively based on their merits of the case, taking into consideration only legally relevant facts and acting without unnecessary delays. He/she does not act wilfully towards the detriment of any person, group of persons, body or component of legal entity. On the contrary, he/she asserts the rights and legitimate interests of citizens.

## Article 3.

### Conflict of interests

1. The employee does not permit personal interest to come into conflict with his/her position as an employee of public administration. Private interest includes any kind of advantage for

himself/herself, his/her family, relatives, friends, individual and legal entities with whom he/she

has or has had a business or political relationship.

2. The employee does not take part in any activity that is not in accordance with the correct

performance of his/her work duties or that limits in any way such performance.

3. If the employee has doubts whether an activity is compatible with his/her participation in the

administration of public affairs, he/she discusses the matter with his/her superior.

#### **Article 4.**

##### **Political or public activity**

1. The employee of public administration exercises his/her work in a politically disinterested manner..2. The employee will not exercise such political or public activity that could corrupt the trust of

citizens in his/her ability to exercise his/her service duties in an impartial manner.

#### **Article 5.**

##### **Gifts and other bids**

1. The employee neither demands nor accepts gifts, services, favors or any other benefits that could

influence or seemingly influence his/her decisions in certain matters or corrupt his/her professional

approach to certain matters. Moreover, the employee does not accept gifts or benevolence that

could be considered to be a reward for the work whose administration is his/her duty.

2. The employee avoids situations, in which, because of his/her position in public administration,

he/she is bound to serve out any other person's favor, or in which he/she is vulnerable to improper

influence of other persons.

3. If the employee is offered any advantage because of his/her position in public administration,

he/she rejects it and informs his/her superiors.

4. In private life, the employee avoids such activities and behavior that could reduce the public's

trust in public administration. He/she must avoid actions that could be a cause for his/her own

extortion based on his/her activities that are in conflict with legal or ethical norms.

## **Article 6.**

### **Abuse of official status**

1. The employee does not use advantages, which stem from his/her official status, nor information

obtained due to his/her position, for his/her personal benefit. His/her duty is to avoid any conflicts

of interest as well as situations that could lead to suspicion of conflict of interest.

2. Unless legally, the employee does not offer nor provide any advantage that would be in any

manner associated with his/her position in public administration.

3. The employee does not knowingly mystify the public or his/her colleagues in the office.

4. The employee treats the information, learned due to his position in public administration, with all

necessary confidence and provides it with adequate protection. At the same time, he/she takes into

account citizens' rights of access to information as specified by particular laws.

## **Article 7.**

### **Inadmissible activity notification**

1. The employee makes all efforts to assure maximally effective and economical administration and

utilization of financial resources, equipment and services that have been entrusted to him/her. In

the case that he/she discovers loss of or damage to public property or property belonging to

territorial self-governed units, or he/she discovers an act or acts of fraud or corruption, he/she

notifies his/her supervisor, respectively authority acting in criminal proceedings.

2. If the employee is asked to act in contrast with legal regulations or in a manner that represents a

possibility of abuse of power, stemming from his/her position, he/she refuses to do so and

announces such incident to his/her supervisor.