



STATE OF CONNECTICUT
OFFICE OF EARLY CHILDHOOD



Connecticut Office of
Early Childhood

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Ethics Policy

The mission of the Office of Early Childhood (OEC) is to support all young children in their development by ensuring that early childhood policy, funding and services strengthen the critical role families, providers, educators and communities play in a child's life. In order to fulfill its mission, the OEC and each employee thereof is charged with the responsibility of safeguarding all funds and state resources within the control, care and management of the OEC, as well as with complying fully with the Codes of Ethics. To meet their obligation to comply with the Codes of Ethics, OEC employees shall:

- A. Comply in every aspect with the Code of Ethics for Public Officials (Conn. Gen. Stat. § 1-79 et seq.);
- B. Exhibit and maintain high standards of integrity and professional conduct;
- C. Respect and comply with all laws, rules and regulations governing the functions and services of the OEC and conduct themselves at all times in a manner which promotes public confidence in the integrity and impartiality of the OEC;
- D. Act in the best interest of the OEC and the State of Connecticut, without influence of personal or partisan interests, public clamor or fear of criticism;
- E. Act in a professional, patient, dignified and courteous manner to all persons with whom such employees deal in their official capacities;
- F. Preserve the confidentiality, fairness and integrity of all decision-making processes;
- G. Avoid all appearances of impropriety in job performance, including, without limitation:

- i. Disclosure of any and all conflicts of interest (or potential conflicts of interests) as soon as such conflicts (or potential conflicts) are identified to either a supervisor or the ethics liaison.
- ii. As appropriate, recusal from the decision-making process whenever a conflict is identified.
- iii. Avoid showing, through word or deed, any preferential treatment or attitude toward any person, group or other entity in the performance of official duties.

H. If involved in the contract/grant award process, inform agency contractors and grantees that the ethics laws extend to them as well and advise them to consult the *Guide to the Code of Ethics for Current or Potential State Contractors*.