



DEPARTMENT OF CORRECTIONS
Employee Services



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| Title: | Code of Ethics | DOC Policy: 20.1.2 |
| Effective: | 4/17/26 | Supersedes: 10/16/13 |
| Applicability: All permanent and temporary employees | | |
| Directives Cross-Reference: DOC Policy 90.2.6 Volunteers/Student Interns | | |
| Attachments: NSP Statement of Professionalism (CD 1590) | | |

I. PURPOSE

To provide employees with a clear understanding of the department's values and expectations for ethical conduct and professional, compassionate public service.

II. DEFINITIONS

- A. **Adult in Custody:** Any person under the supervision of the Department of Corrections who is not on parole, probation, or post-prison supervision status.
- B. **Employee:** Any person employed full-time, part-time, or under temporary appointment by the Department of Corrections.
- C. **Non-Employee Service Provider:** An individual who provides services or programs to the department or to adults in custody, including an individual who provides services or programs remotely, but not as a paid employee of the department. Examples of non-employee service providers may include contractors, volunteers, mentors, criminal justice partners, and government agency partners.

III. POLICY

A. Core Values and Commitments:

Employees of the Department of Corrections shall:

- 1. Uphold Professional and Compassionate Service
 - a. Value and maintain the highest ideals of professional and compassionate public service by respecting the dignity, cultural diversity, and human rights of all persons; and

- b. Accept service to the public as a fundamental duty.
2. Protect Safety and Welfare
 - a. Safeguard lives and property;
 - b. Protect adults in the custody and under the supervision of the Department of Corrections against deception, oppression or intimidation, violence, or disorder; and
 - c. Remain constantly mindful of the welfare of others, stay calm in the face of danger, and exercise self-restraint in the face of scorn or ridicule.
 3. Demonstrate Integrity and Accountability
 - a. Be honest and truthful in all actions;
 - b. Exemplify compliance with laws and department regulations;
 - c. Be a good steward of state resources; and
 - d. Report dishonest or unethical conduct promptly.
 4. Honor Public Trust
 - a. Acknowledge the responsibility of holding a position of public trust; and
 - b. Strive to be worthy of that trust and remain true to the mission and values of the Department of Corrections.

B. Compliance Requirement

All permanent and temporary employees shall read this policy:

1. During onboarding in Workday;
2. At New Employee Orientation; and
3. Annually thereafter.

C. Non-Employee Service Providers:

1. Non-employee service providers shall sign the NSP Statement of Professionalism form (CD 1590) as a condition of providing service with the department in accordance with DOC Policy 90.2.6 Volunteer/Student Interns.
2. A copy of the signed Statement of Professionalism form (CD1590) shall be kept on file with Volunteer and Contractor Services.

III. IMPLEMENTATION

This policy will be adopted immediately without further modification.

Certified: signature on file
Julie Vaughn, Rules Coordinator

Approved: signature on file
Michael Reese, Director



OREGON DEPARTMENT OF CORRECTIONS

NSP- Statement of Professionalism and Ethics

If selected as a non-employee service provider (NSP) for the Oregon Department of Corrections, I, _____, will conduct myself in accordance with the highest standards of professional ethics and public service. I will treat all individuals with respect, acknowledge cultural diversity, and support the safety and well-being of the public.

I understand that my primary responsibility is to serve the public; to contribute to the safety and security of facilities, staff, and adults in custody (AICs); and to ensure that no person is subjected to improper treatment.

I will remain attentive to the needs and safety of others and will act with professionalism and composure in challenging situations.

I will be honest, accurate, and responsible in my actions and communication. I will comply with all applicable laws, departmental rules and policies, and reporting requirements, including those related to unethical or improper conduct.

I acknowledge that, if selected, I will hold a position of public trust. I will strive to uphold that trust through consistent professionalism, integrity, and adherence to the mission and values of the Oregon Department of Corrections.

NSP Signature: _____ Date: _____