

Binghamton Local Development Corporation Code of Ethics

This Code of Ethics shall apply to all officers and employees of the Binghamton Local Development Corporation (BLDC). These policies shall serve as a guide for official conduct and are intended to enhance the ethical and professional performance of the BLDC's directors and employees and to preserve public confidence in the BLDC's mission.

Responsibility of Directors and Employees

1. Directors and employees shall perform their duties with transparency, without favor and refrain from engaging in outside matters of financial or personal interest, including other employment, that could impair independence of judgment, or prevent the proper exercises of one's official duties.
2. Directors and employees shall not directly or indirectly, make, advise, or assist any person to make any financial investment based upon information available through the director's or employee's official position that could create any conflict between their public duties and interested and their private interests.
3. Directors and employees shall not accept or receive any gift or gratuities where the circumstances would permit the inference that: (a) the gift is intended to influence the individual in the performance of official business or (b) the gift constitutes a tip, reward, or sign of appreciation for any official act by the individual. This prohibition extends to any form of financial payments, services, loans, travel reimbursement, entertainment, hospitality, thing or promise from any entity doing business with or before the BLDC.
4. Directors and employees shall not use or attempt to use their official position with the BLDC to secure unwarranted privileges for themselves, members of their family or others, including employment with the BLDC or contracts for materials or services with the BLDC.
5. Directors and employees must conduct themselves at all times in a manner that avoids any appearance that they can be improperly or unduly influenced, that they could be affected by the position of or relationship with any other party, or that they are acting in violation of their public trust.
6. Directors and employees may not engage in any official transaction with an outside entity in which they have a direct or indirect financial interest that may reasonably conflict with the proper discharge of their official duties.

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7. Directors and employees shall manage all matters within the scope of the BLDC's mission independent of any other affiliations or employment. Directors, including ex officio board members, and employees employed by more than one government shall strive to fulfill their professional responsibility to the BLDC without bias and shall support the BLDC's mission to the fullest.
8. Directors and employees shall not use BLDC property, including equipment, *telephones, vehicles, computers, or other resources, or disclose information acquired in the course of their official duties in a manner inconsistent with State or local law or policy and the BLDC's mission and goals.*
9. *Directors and employees are prohibited from appearing or practicing before the BLDC for two (2) years following employment with the BLDC, consistent with the provisions of Public Officers Law.*
10. *Confidential Information: He or she shall not disclose confidential information acquired by him or her in the course of his or her official duties or use such information to further his or her personal interests.*