

UNIFIED FIRE AUTHORITY BOARD POLICY MANUAL	
Chapter 3 <i>UFA Personnel Policies</i>	Section 18 <i>Gifts to Employees/Ethics</i>

Relevant Information: UFA employees are public servants that should maintain a high level of ethical behavior and not accept gifts or other benefits in a manner that would suggest that they are compromised in how they perform their job duties. However, businesses and members of the public often like to “reward” public safety officers with promotions and gifts such as discounts or other benefits. A policy is therefore needed that balances these issues and enables compliance with the ethical standards for public employees required by Utah law, ensures employees do not have conflicts of interest that would negatively impact the performance of their duties, and provides mechanisms for employees to disclose their relevant business interests.

Policy Statement: It is the policy of the Board that UFA will maintain a conflict of interest and ethical standards policy that comports with the Utah Public Officers and Employees Ethics Act, Title 67, Chapter 16 with respect to the acceptance of gifts, disclosure of confidential information, and use of an employee’s position for personal benefit. This policy will include the “safe harbor” provisions that provide for occasional, small dollar non-cash gifts and awards. The policy will also require the disclosure of any potential conflicts of interest that may arise due to an employee’s ownership in or participation with an entity that does business with the UFA. An employee may request an advisory opinion, in writing, from UFA’s Chief Legal Officer concerning the applicability to the employee of any provision of the policy.