

CODE OF ETHICS

for the

FLORIDA ASSOCIATION OF GOVERNMENTAL FLEET ADMINISTRATORS

The Florida Association of Governmental Fleet Administrators Code of Ethics shall govern the conduct of each member of the Association. The code is as follows:

- a) A member regards public service as a trust and is in accord with and supports professional principles of governmental administrations.
- b) Members believe in the dignity of their office, the real worth of the service rendered by the governmental agency, and gives first consideration and loyalty to that agency.
- c) Members are always guided in their actions by integrity and honor to merit the respect and inspire the confidence of the agency and the public which they serve.
- d) A member believes that character is the greatest asset in commerce and therefore, will not accept gifts or other things of value from vendors where the intent is to influence the purchaser.
- e) Members keep their governmental agency fully informed of their problems and progress, doing so through appropriate channels by emphasizing the facts without personal aggrandizement.
- f) Members do not allow political consideration or any other outside influence to enter their relationships with employees. Personnel administration is based upon training, experience and initiative.
- g) A member avoids sharp practices and misrepresentations recognizing that mutually profitable business relations are based upon honesty and fair dealing.
- h) A member will be courteous, considerate, prompt, and businesslike with those whom they deal, including their employer, employees, vendors, and the public so that their time and that of others will not be wasted.
- i) A member subscribes to and supports the professional objective of the Florida Association of Governmental Fleet Administrators, Inc.