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PUBLIC SECTOR STANDARDS COMMISSION

I Digby Graham Blight, Public Sector Standards Commissioner, in accordance with Section 21(5) of the Public Sector Management Act 1994, hereby gazette the Western Australian Public Sector Code of Ethics.

Commencement

This Code of Ethics comes into operation on 1 July 1996.

THE WESTERN AUSTRALIAN PUBLIC SECTOR CODE OF ETHICS

Principle of JUSTICE

INTENT

Be fair, use and share power for the common good, take non-discriminatory action

APPLYING THIS PRINCIPLE MEANS:

- Using and sharing power for the common good of both individuals and society.
- Practising universal fairness and equity.
- Not treating people as means to an end.
- Not discriminating against, abusing or exploiting people.

Ethical Values and Behaviours

In order to meet the requirements of the ethical principle of Justice, we have a responsibility to comply with the following values and behaviours:

Fairness and Equity

We have a responsibility to:

- Act impartially to serve the common good, while recognising that equity can involve treating people differently according to their circumstances.
- Practise universal fairness, and protect people's rights to due process, equal opportunities and equitable outcomes.
- Develop and maintain an environment that is free of fear or favour and is open, accountable and impartial.
- Provide for advocacy and the fair resolution of grievances and complaints brought by employees and the public.

Lawful Obedience

We have a responsibility to:

- Uphold the laws of the Commonwealth of Australia and the State of Western Australia.
- Faithfully and impartially carry out lawful decisions and policies.

Principle of RESPECT FOR PERSONS

INTENT

Respect the rights of others and act to empower others to claim their rights

APPLYING THIS PRINCIPLE MEANS:

- Enabling or empowering others to achieve their potential.
- Promoting the physical, mental and social well-being of others.
- Being truthful and sincere when dealing with others.
- Respecting the rights of individuals and groups, and their right to be different.

Ethical Values and Behaviours

In order to meet the requirements of the ethical principle of Respect for Persons, we have a responsibility to comply with the following values and behaviours:

Honesty

We have a responsibility to:

- Behave honestly in all our dealings.
- Openly declare matters of private interest that may conflict with the performance of our public duty.
- Ensure we do not use our position for personal profit or gain.

Openness

We have a responsibility to:

- Be open about the decisions and actions we take and the reasons for those decisions and actions.
- Recognise that others have a right to know about decisions and actions that affect them.
- Provide information that enables people to make informed decisions themselves.

Respect

We have a responsibility to respect a person's right to:

- Courtesy, consideration and sensitivity in all their dealings.
- Quality service.
- Privacy and the confidentiality of records.
- Seek independent advice and support, where needed to protect their entitlements.
- Have their complaints heard and responded to promptly.

Loyalty

We have a responsibility to:

- Impartially carry out our duties and be loyal to the public, our employer and to each other, without compromising integrity.

Integrity

We have a responsibility to:

- Behave in a consistently ethical, competent and reliable manner.
- Avoid making commitments that may bias our judgement or compromise the performance of our public duties.
- Disclose fraud, corruption and maladministration to an appropriate authority.
- Provide impartial advice to our employer that represents our best understanding of the public interest.

Principle of RESPONSIBLE CARE**INTENT**

Contribute to the well-being of individuals, and the common good of society

APPLYING THIS PRINCIPLE MEANS:

- Doing good and not doing harm.
- Exercising our duty of care.
- Treating others as they would like to be treated.
- Protecting the state's resources.
- Upholding the rights of those who are unable to do so.
- Advocating for others where required.

Ethical Values and Behaviours

In order to meet the requirements of the ethical principle of Responsible Care, we have a responsibility to comply with the following values and behaviours:

Protective Care

We have a responsibility to:

- Exercise a duty of care to the public, to do good to others and to ensure that any potential harm is minimised.
- Uphold the interests of all, including those at risk in the community with respect to services provided.
- Manage the resources and assets of the State of Western Australia for the benefit of future generations.

Efficiency

As stewards of public resources, we have a responsibility to:

- Ensure the efficient and effective use of those resources, to minimise costs and avoid waste.
- Be publicly accountable for the use of those resources.

Personal Development

We have a responsibility to:

Use initiative and be responsible for what we do.

Strive for excellence.

Participate in teamwork, if required.

Maintain our level of competence related to our agency's responsibilities.

Leadership

Public sector leaders and managers have a responsibility to:

Consult with employees and clients.

Lead by example.

Establish processes that support and monitor ethical behaviour.

Help others to reach their potential.

Consider the potential impact of decisions on colleagues, clients and the community.

