

## Vashon Island Fire and Rescue Code of Conduct

Following are behaviors that embody how VIF&R members shall conduct themselves to achieve a positive, productive and professional working environment for everyone and to maintain our high standards of service to the citizens of Vashon Island.

### Expected Behaviors

- **Honesty.** We tell each other the truth in a non-blaming, respectful manner. We have the courage to address tough issues together.
- **Personal responsibility.** We take responsibility for our actions. We do not blame others. We admit and learn from our mistakes.
- **Understanding.** We listen to each other, even though we might not see eye-to-eye. We work to understand our differences. We are committed to resolving our conflicts with one another rather than complaining about one another.
- **Teamwork.** We help each other out. We take care of each other. We share the work and share the credit. We recognize each other for work well done. We may disagree with one another sometimes but we always support the team.
- **Respect.** We treat each other with professional courtesy. We honor the role and position of each individual. We accept diversity of ideas and style among our co-workers and treat everyone with dignity.
- **Communication.** We do our best to give each other complete, relevant, accurate information in a timely manner. We make sure that information goes up and down the chain. We explain reasons for changes. We implement ways to make sure that information is shared throughout the District.

**Collaboration.** We work cooperatively. We share our ideas in positive ways and work to solve problems together. We ask, "What's good for the District?" as we make decisions in our jobs. We resolve District problems internally, through the chain of command or other proper channels.

### **Negative Behaviors We Winn Not Tolerate**

- **Gossip.** We do not engage in negative gossip, character assassination or retaliation through negative rumors.
- **Being Part of the Problem.** We do not live in the past, always dwelling on past grievances. We do not keep talking about how things will not work—we look for solutions.
- **Disrespect.** We do not interact in discourteous ways. We do not ridicule others, put them down or bully them.
- **Dishonesty.** We do not knowingly deceive each other or lie.
- **Harassment.** We do not harass District members—verbally, physically or in writing—based on race, sex, religion, physical disability or any other basis prohibited by law. We do not employ harassment techniques against the District or its personnel, e.g., continuous unproductive complaints, use of character assassination in public forums, etc.