

Ethics Office

2010-11 Annual Business Plan

Audit & Ethics Committee

May 25, 2010



Ethics Office Mission

The Metropolitan Water District of Southern California is committed to the fulfillment of its mission in an ethical fashion. Ethical practice includes two levels: a level of compliance in which Directors, officers, and employees follow relevant laws, rules, regulations and policies and a level of ethically ideal behavior, in which Directors, officers, and employees strive to incorporate Metropolitan's core values (integrity, stewardship, open communication, diversity, leadership, and teamwork) in their daily work life.

The Ethics Office provides leadership through enforcement of ethics-related laws, rules, and policies; education for Directors, officers, and employees about how ethics apply to their work; and enhancement of the ethical culture of Metropolitan.

Key Support of Organizational Goals

The Ethics Office helps maintain an ethical culture at Metropolitan through:

- Enforcement of ethics-related rules and laws
- Education for directors, officers and employees
- Enhancement by promotion of the District's six core values.

Key Support cont.

- Equity (everyone follows same rules)
- Positive Feedback Loops for Management
- Employee Driven Policy Review
- Prevention/Mitigate Risk
- Problem Solving
- Collaboration

Peer Agencies

- Los Angeles World Airports
- Los Angeles City Ethics Commission
- The Metropolitan Transportation Authority
- Southern California Edison
- Los Angeles Unified School District

SB 60/Board Letter, March 2000

- Required Establishment of Ethics Office
- Adoption of Ethics policies for Directors and Employees
- Appointment of an Ethics Officer who reports directly to the Board of Directors
- Professional staff with expertise in Ethics
- Adoption of a schedule of penalties for violations by directors , staff, or contractors.



SUPPORTING THE PEOPLE
WHO PROTECT THE SOURCE

SEARCH

Entire Intranet

GO



SERVICES

BENEFITS

DESIGN / PUBLISH

HQ FACILITY

CONTRACTING

RISK MANAGEMENT

TECHNICAL HELP

TRAINING

TRANSPORTATION

RESOURCES

GENERAL INFO

SAFETY & ENVIRONMENT

COMMUNICATIONS

JOB OPPORTUNITIES

FACILITIES & SYSTEMS

REFERENCE

FINANCE / PROJECTS

APPLICATIONS

APPLICATION GUIDES

MY HR

BUDGET MGMT SYS-IBMS

EFORMS

ORACLE

ENTERPRISE GIS

Ethics

- [Expressing Ethics Concerns](#)
- [Introduction to Ethics Video](#)
- [MWD's Statement of Values](#)
- [MWD Employee Ethics Manual](#)
- [Confidentiality and its Limits](#)
- [Retaliation and Malicious Complaints](#)
- [Tutorial - Gifts and Gift Giving](#)
- [Ethics Articles and Radio Program](#)
- [Ethics Office - mwdh2o.com](#)
- [Ethics Office Library](#)
- [Ethics Decisions - Common Questions](#)

ETHICS is the study of how people should act toward one another, other species and natural systems. What makes ethics different from economics, law, religion, opinion, and other foundations for decision-making is that the foundation of ethics is to avoid causing unjustified harm. --Deni Elliott

Ethics

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THE NETWORK

(888) 228-7794
The Network is an independent hotline that accepts anonymous calls regarding concerns about Metropolitan directors, staff, and contractors.



Ethics Office



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Rules
And Regulations



Reporting
Questions and Comments





THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

BOARD OF DIRECTORS

■ **BOD Meetings**

- [Materials and Presentations](#)
- [Confidential Letters](#)
- [On-Demand Web Page](#)

■ **Board Document
Archive**

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■ **Finance**

■ **Legislation**

■ **Gen. Manager Rpts**

■ **Gen. Auditor Rpts**

■ **Gen. Counsel Rpts**

■ **Ethics**

■ **In the News**

■ **References**

■ **Office of the Board**

[Home](#) ▶ [Ethics](#)

[Larger Font](#) | [Smaller Font](#)

ETHICS

- [Ethics Office Web Site \(Public\)](#)
- [Ethics Officer Reports](#)

Think It Through

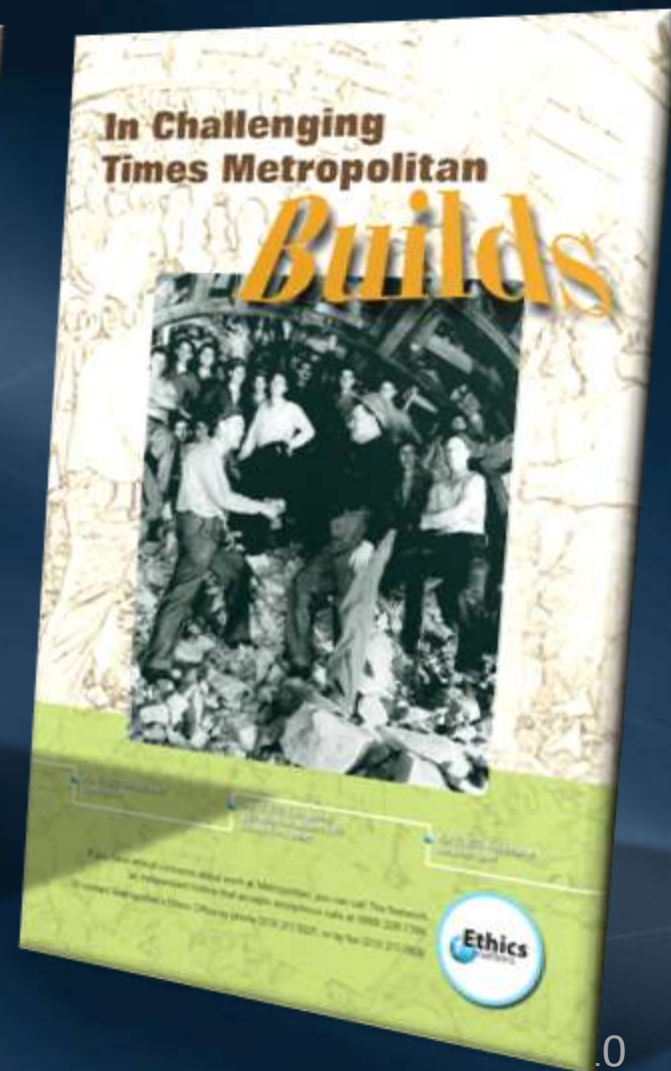
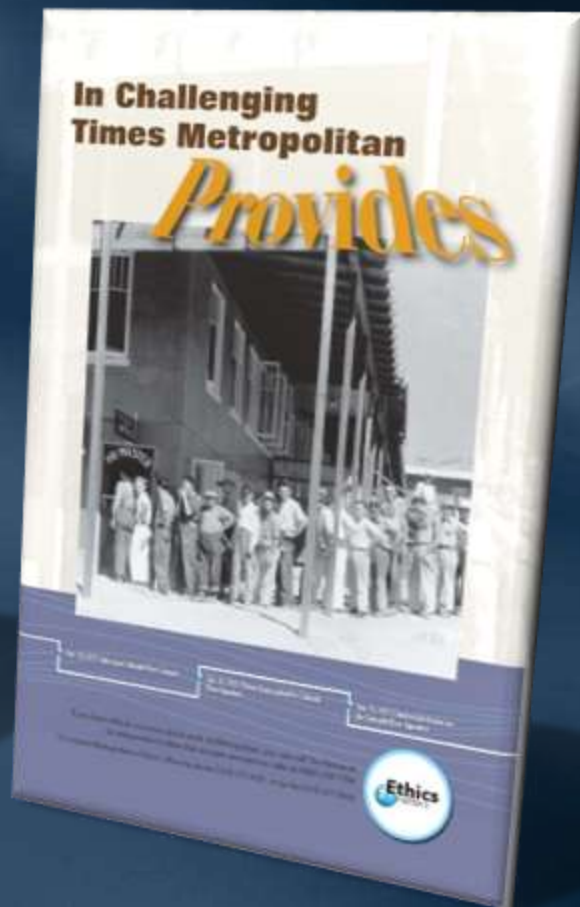
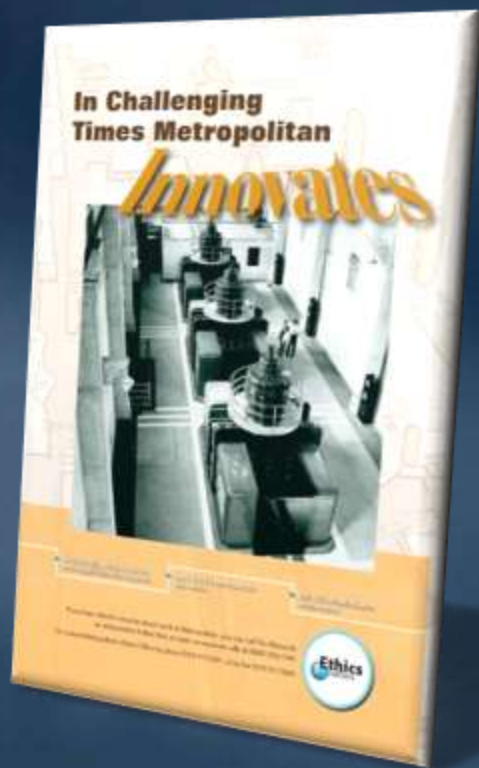
[Accepting Gifts](#)


AB 1234

AB1234 and the Brown Act
January 12, 2010 ([.pdf](#))

Form 700, the Political Reform Act, 1090 Conflicts of Interest and campaign contributions.
March 25, 2008 ([Video](#))

The Power and Privilege of Public Office
October 28, 2008 ([Video](#))



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- Goal #1 - Address questions and concerns, meet mandates, recommend policy adjustments, and file required reports
 - Goal #2 - Provide ethics education in a variety of venues
 - Goal #3 - Promote ethics program visibility throughout Metropolitan
 - Goal #4 - Be a resource for member agencies
 - Goal #5 - Encourage staff development with the goal of optimum service for Metropolitan
 - Goal #6 - Assess program and develop future plans

Statement of Values

In our pursuit of "Excellence" as responsible stewards,
we are committed to the following values:

Integrity

We will conduct ourselves in an honest, fair, considerate, and trustworthy manner as to demonstrate professionalism and ethical business practices.

Diversity

We value the differences that are derived from diverse backgrounds, experiences and cultures of the communities we serve, and we commit to actively seek and integrate that diversity into all levels of our workforce to ensure that our activities are based on creative and responsive viewpoints.

Stewardship

We will be responsible for our actions and are accountable to the public and each other for providing service and value by demonstrating stewardship of:

- The public's health and safety
- The public's funds
- Our natural environment
- Our workforce resources
- Our region's water resources

Leadership

We value leaders and leadership skills. We encourage employees to be role models who inspire and motivate others. To foster an environment that develops skilled and satisfied leaders we need to:

- Be positive role models
- Walk the talk
- Encourage and reward leadership
- Support innovation/remove barriers

Open Communication

We will communicate in an open, timely, candid and shared manner, recognizing the value of diverse points of view. We will strive for continual improvement of all communication processes to inform, empower, build trust, create shared experiences and enable personal growth.

Teamwork

We value teamwork as a core philosophy in all our activities. Teamwork requires:

- Mutual respect and trust
- Participation of all individuals
- Sharing knowledge and information
- Support for one another

We will be successful as a Team when we are successful as individuals and we will be successful as individuals when we Succeed as a Team.



*We will continue to pursue excellence
by self-assessment and continuous improvement.*

