

March 7, 2016

***FOURTEEN PRINCIPLES OF ETHICAL  
CONDUCT FOR SMITHSONIAN EMPLOYEES***

---

- (1) Smithsonian service is a public trust, requiring employees to place loyalty to the Smithsonian, the law, and ethical principles above private gain.
  - (2) Employees shall not hold financial interests that conflict with the conscientious performance of duty.
  - (3) Employees shall not engage in financial transactions using nonpublic Smithsonian information or allow the improper use of such information to further any private interests.
  - (4) An employee shall not, except as permitted by the Smithsonian standards of conduct, solicit or accept any gift or other item of monetary value from any person or entity seeking official action from, doing business with, or whose interests may be substantially affected by the performance or nonperformance of the employee's duties.
  - (5) Employees shall put forth honest effort in the performance of their duties.
  - (6) Employees shall not knowingly make unauthorized commitments or promises of any kind purporting to bind the Smithsonian.
  - (7) Employees shall not use their Smithsonian position for private gain.
  - (8) Employees shall act impartially and not give preferential treatment to any private organization or individual.
  - (9) Employees shall protect and conserve Smithsonian property and shall not use it for other than authorized activities.
  - (10) Employees shall not engage in outside employment or activities, including seeking or negotiating for employment, that conflict with official Smithsonian duties and responsibilities.
  - (11) Employees shall disclose waste, fraud, abuse, and corruption to appropriate authorities.
  - (12) Employees shall satisfy in good faith their obligations as citizens, including all financial obligations, especially those — such as federal, state, or local taxes — that are imposed by law.
-

- (13) Employees shall adhere to all laws, regulations, and policies that provide equitable treatment for all individuals regardless of race, color, national origin, religion, sex, age, disability, or sexual orientation.
- (14) Employees shall endeavor to avoid any actions creating the appearance that they are violating the law or the ethical standards set forth in the Smithsonian standards of conduct. Whether particular circumstances create an appearance that the law or these standards have been violated shall be determined from the perspective of a reasonable person with knowledge of the relevant facts.