



FLORIDA DEPARTMENT OF JUVENILE JUSTICE CODE OF ETHICS AGREEMENT

As a volunteer, intern, or mentor with the Florida Department of Juvenile Justice, I will abide with the rules and regulations of the Department and with the provisions outlined in policy and procedures FDJJ – 1900 Employee Code of Ethics and Personal Responsibility.

Further, I will abide by the following Code of Ethics that has been developed by the American Correctional Association for its members and as a model for other criminal justice staff and participating volunteers, interns, and mentors.

Relationships with Clients, Colleagues, Other Professionals, and the Public:

Volunteers, interns, and mentors shall respect and protect the civil and legal rights of all individuals.

Volunteers, interns, and mentors shall treat every professional situation with concern for the welfare of the individuals involved and with no intent of personal gain.

Volunteers, interns, and mentors shall maintain relationships with colleagues to promote mutual respect within the profession and improve the quality of service.

Volunteers, interns, and mentors shall respect the importance of all disciplines within the justice system and work to improve cooperation with each segment.

Volunteers, interns, and mentors shall keep in mind DJJ maintains its care, custody and control of public records and also records that, by law, are confidential and exempt from disclosure under public records law. Volunteers, interns, and mentors with DJJ shall follow the attached protocol from the DJJ Office of Communications if they receive a request for records in the care, custody or control of DJJ.

Volunteers, interns, and mentors shall respect and protect the right of the public to be safeguarded from criminal or delinquent activity.

Professional Conduct and Practices:

Volunteers, interns, and mentors shall refrain from using their positions to secure personal privileges or advantages.

Volunteers, interns, and mentors shall refrain from allowing personal interest to impair objectivity in the performance of duty while acting in an official capacity.

Volunteers, interns, and mentors shall refrain from entering into any formal or informal activity or agreement, which presents a conflict of interest or is inconsistent with the conscientious performance of duties.

Volunteers, interns, and mentors shall refrain from accepting any gifts, service or favor that is or appears to be improper or implies an obligation inconsistent with the free and objective exercise of professional duties.

Volunteers, interns, and mentors shall clearly differentiate between personal views/statements and views/statements/positions made on behalf of the Department.

Volunteers, interns, and mentors shall report to appropriate authorities any corrupt or unethical behavior in which there is sufficient evidence to justify review.

Volunteers, interns, and mentors shall refrain from discriminating against any individual because of race, gender, creed, national origin, religious affiliation, age, disability, or any other type of prohibited discrimination.

Volunteers, interns, and mentors shall preserve the integrity of confidential or exempt information; they shall refrain from seeking information on individuals beyond that, which is necessary to implement responsibilities and perform their duties; volunteers, interns/mentors shall refrain from revealing confidential or exempt information unless expressly authorized to do so. If a volunteer, intern, or mentor is unclear about whether information is public or confidential, he/she shall seek guidance from the direct supervisor before disclosing or withholding information.

Volunteers, interns, and mentors shall respect, promote, and contribute to a workplace that is safe, healthy, and free of harassment in any form.

Volunteers, interns, and mentors must understand they serve at the pleasure of the Department or DJJ contract provider.

ACKNOWLEDGMENT

I acknowledge that I have read and understand the Code of Ethics.

Volunteer's Name

Date

Volunteer's Signature

Title

Volunteer's Supervisor Signature

Title