

2023 Fall Conference at Ashore Resort & Beach Club Ocean City, Maryland

ENGINEERING ETHICS

Scott C. Crumley, PE, PTOE

September 28, 2023

BIOGRAPHY

Born & raised in Colorado



- BS Civil Engineering at UConn & MS Info & Telecommunications Systems at JHU
- MSHA D3 Traffic → Mont Co DOT → RK&K
 (9 yrs in public sector, 21 yrs in private sector)
- RK&K Director of Transportation, DC Metro Area leader
- Resident of Ellicott City, Howard County, MD





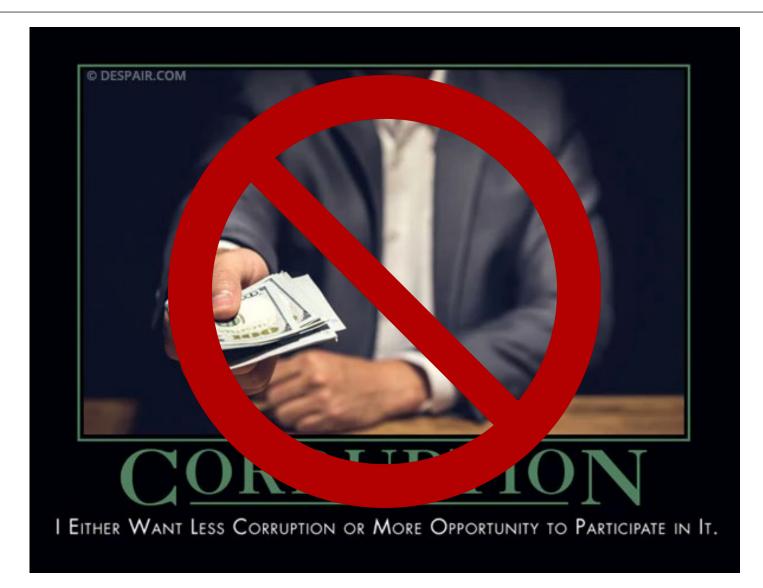


ABSTRACT

ENGINEERING ETHICS

- Why discuss engineering ethics?
- Review the Code of Ethics for Engineers and Maryland Public Ethics
- Reiterate why positive engineering ethics is crucial to our work every single day
- Share relatable, real-world ethical dilemmas
- Practical takeaways and available resources
- Q&A | What engineering ethical dilemmas have you experienced or seen in your career?
- 1.0 PDH credit







Today CEAM provides a forum for new ideas and is an advocate for the infrastructure needs of the entire state. It is the collective voice of those who are responsible for the basic services of government and whose jobs affect the health and safety of every citizen. The Association promotes professional education and an adherence to the highest standards of engineering, construction, management, and public policy. It maintains an active presence in the State capital, placing its public trust above all considerations, whether partisan or monetary.



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NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS

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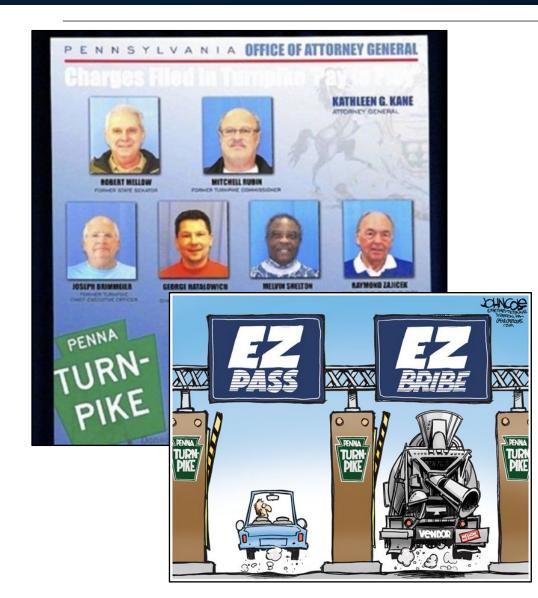


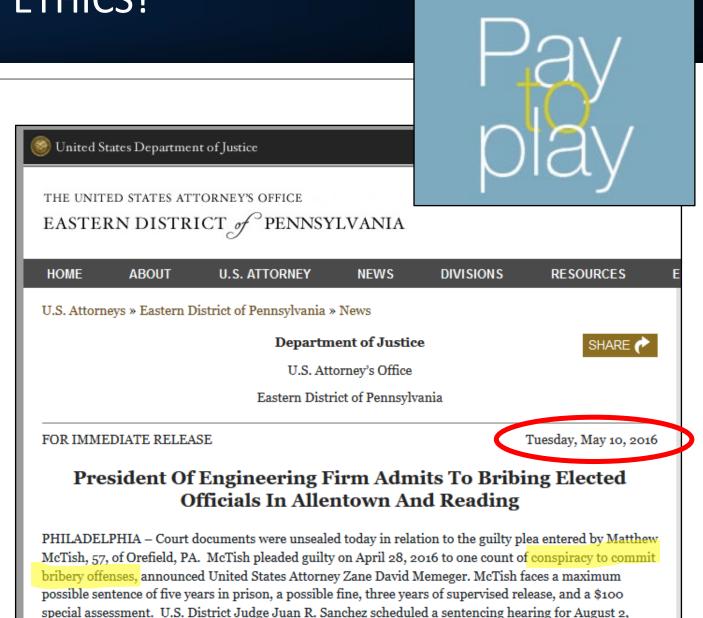
Maryland Law: Continuing Professional Competency Requirement for Professional Engineers

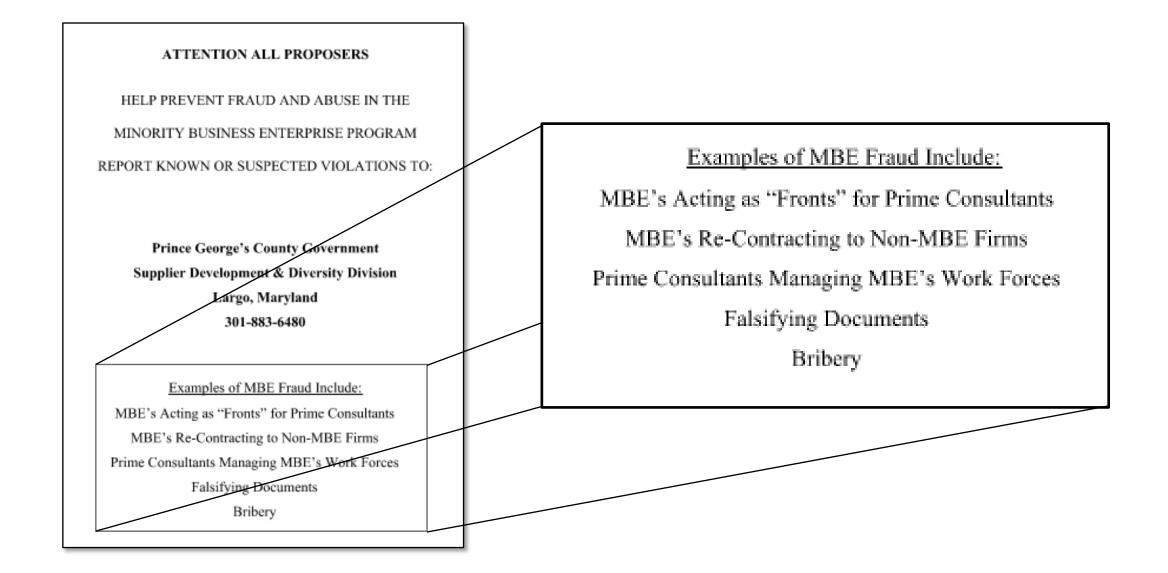
- **1**. Successful completion of a minimum of 16 PDH units earned in qualified activities
- 2. Minimum of 1 PDH unit every two-year licensing cycle shall be earned in qualified activities related to the following:
 - A. The awareness of ethical concerns and conflicts related to the practice of engineering;
 - **B.** An enhanced familiarity with the code of conduct for professional engineers;
 - C. An understanding of standards of practice of care related to the practice of engineering; or
 - D. Laws and regulations applicable to the practice of engineering in Maryland.



2016







Darl Kolar, PE







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Our Vision

A world where the public can be confident that engineering decisions affecting their lives are made by qualified and ethically accountable professionals

PREAMBLE

Engineering is an important and learned profession.



1420 KING STREET, ALEXANDRIA, VIRGINIA 22314-2794 • 888-285-NSPE (6773) • LEGAL BNSPE.ORG • WWW.NSPE.ORG • PUBLICATION DATE AS REVISED JULY 2019 • PUBLICATION #1102 INNATIONAL SOCIETY OF PROFESSIONAL ENGINEERS ALL RIGHTS RESERV

original purpose.

client or employer

NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS

Engineering is an important and learned profession. As members of this profession, engineers are expected to exhibit the highest standards of honesty and integrity. Engineering has a direct and vital impact on the quality of life for all people. Accordingly, the

services provided by engineers require honesty, impartiality,

fairness, and equity, and must be dedicated to the protection of the public health, safety, and welfare. Engineers must perform under a standard of professional behavior that requires adherence to the highest principles of ethical conduct.

Engineers, in the fulfillment of their professional duties, shall: 1. Hold paramount the safety, health, and welfare of the public.

3. Issue public statements only in an objective and truthful

Act for each employer or client as faithful agents or trustees.

2. Perform services only in areas of their competence

6. Conduct themselves honorably, responsibly, ethically, and lawfully so as to enhance the honor, reputation, and usefulness of the profession.

NSPE

Preamble

I. Fundamental Canons

5. Avoid deceptive acts.

5. Engineers shall not be influenced in their professional duties by conflicting interests.

 Engineers shall not accept financial or other considerations, including free engineering designs, from material or equipment suppliers for specifying their product. b. Engineers shall not accept commissions or allowances, directly or indirectly, from contractors or other parties dealing with clients or employers of the engineer in connection with work for which the engineer is responsible.

6 Engineers shall not attempt to obtain employment or advancement or professional engagements by untruthfully criticizing other engineers, or by other improper or

- questionable methods. Engineers shall not request, propose, or accept a
- commission on a contingent basis under circumstance in which their judgment may be compromised.
 b. Engineers in salaried positions shall accept part-time engineering work only to the extent consistent with
- policies of the employer and in accordance with ethical
- c. Engineers shall not, without consent, use equipment supplies, laboratory, or office facilities of an employer to carry on outside private practice.

Engineers shall not falsify their qualifications or permit misrepresentation of their or their associates' qualifications. They shall not misrepresent or exaggerate their responsibility in or for the subject matter of prior assignments. Brochures or other presentations incident

9. Engineers shall give credit for engineering work to those to whom credit is due, and will recognize the proprietary interests of others. a. Engineers shall, whenever possible, name the person or

persons who may be individually responsible for designs, inventions, writings, or other accomplishments. Engineers using designs supplied by a client recognize that the designs remain the property of the client and may not be duplicated by the engineer for others without

express permission. c. Engineers, before undertaking work for others in connection with which the engineer may make connection with which the engineer may make improvements, plans, designs, inventions, or other records that may justify copyrights or patents, should enter into a positive agreement regarding ownership. d. Engineers' designs, data, records, and notes referring exclusively to an employer's work are the employer's property. The employer should indemnify the engineer for use of the information for any purpose other than the

 Services.
 As noted by the Supreme Court, "nothing in the judgment prevents NSPE and its members from attempting to influence governmental action . . . Footnote 1 "Sustainable development" is the challenge of meeting human needs for natural resources, industrial products, energy, food, transportation, shelter, and effective waste management whi conserving and protecting enricommental quality and the natural resource base essential for future development. Note: In repart to the question of application of the Code to

corporations vis-a-vis real persons, business form or type should not negate nor influence conformance of individuals to the Code. The Code deals with professional services, which services must The Lode deals with professional services, which services must be performed by real persons. Real persons in turn establish and implement policies within business structures. The Code is clearly written to apply to the Engineer, and it is incumbent on members of NSPE to endoavor to live up to its provisions. This applies to all performed sections of the Code.



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INFORMATIONAL SOCIETY OF PROFESSIONAL ENGINEERS. ALL BIOHTS RESERVED

they lack competence, nor to any plan or document not to the solicitation of employment shall not misrepresent prepared under their direction and control. c. Engineers may accept assignments and assume pertinent facts concerning employers, employees, associates, joint venturers, or past accomplishments. responsibility for coordination of an entire project and sign b. Engineers shall not offer, give, solicit, or receive, either and seal the engineering documents for the entire project and sign provided that each technical segment is signed and sealed only by the qualified engineers who prepared the segment. firectly or indirectly, any contribution to influence the award of a contract by public authority, or which may be reasonably construed by the public as having the effect or intent of influencing the awarding of a contract. They

3. Engineers shall issue public statements only in an objective and truthful manner.

Engineers shall be objective and truthful in professional reports, statements, or testimony. They shall include all relevant and pertinent information in such reports. statements, or testimony, which should bear the date III Professional Obligations

Code of Ethics for Engineers

indicating when it was current. Engineers may express publicly technical opinions that are founded upon knowledge of the facts and ompetence in the subject matter.

Engineers shall issue no statements, criticisms, or arguments on technical matters that are inspired or paid for by interested parties, unless they have prefaced their comments by explicitly identifying the interested parties on whose behalf they are speaking, and by revealing the

tence of any interest the engineers may have in the

4. Engineers shall act for each employer or client as faithful

- agents or trustees. a. Engineers shall disclose all known or potential conflicts of interest that could influence or appear to influence heir judgment or the quality of their services. b. Engineers shall not accept compensation, financial or otherwise, from more than one party for services on the same project, or for services pertaining to the same
- project, unless the circumstances are fully disclosed and agreed to by all interested parties. Engineers shall not solicit or accent financial or other
- valuable consideration, directly or indirectly, from outsi agents in connection with the work for which they are ponsible. d. Engineers in public service as members, advisors, or employees of a governmental or quasi-governmental body or department shall not participate in decisions with respect to services solicited or provided by them or their
- organizations in private or public engineering practice. Engineers shall not solicit or accept a contract from a governmental body on which a principal or officer of their organization serves as a member.

5. Engineers shall avoid deceptive acts.

- Engineers shall continue their professional development throughout their careers and should keep current in their specialty fields by engaging in professional practice, participating in continuing education courses, reading in the technical literature, and attending professional meetings and seminar.

shall not offer any gift or other valuable consideration in

order to secure work. They shall not pay a commission, percentage, or brokerage fee in order to secure work, except to a bona fide employee or bona fide established

commercial or marketing agencies retained by them.

Engineers shall acknowledge their errors and shall not

the detriment of their regular work or interest. Before accepting any outside engineering employment, they will

d. Engineers shall not attempt to attract an engineer from

another employer by false or misleading pretenses. e. Engineers shall not promote their own interest at the expense of the dignity and integrity of the profession.

f. Engineers shall treat all persons with dignity, respect

2. Engineers shall at all times strive to serve the public interest.

Engineers are encouraged to participate in civic affairs; career guidance for youths; and work for the advancement

of the safety, health, and well-being of their community

Engineers shall not complete, sign, or seal plans and/or specifications that are not in conformity with applicable engineering standards. If the client or employer insists

proper authorities and withdraw from further service on

on such unprofessional conduct, they shall notify the

the project. c. Engineers are encouraged to extend public knowledge

and appreciation of engineering and its achievements d. Engineers are encouraged to adhere to the principles

agencies.

of sustainable development¹ in order to protect the environment for future generations.

fairness, and without discrimination.

distort or alter the facts.
 Engineers shall advise their clients or employers when they believe a project will not be successful.

c. Engineers shall not accept outside employment to

1. Engineers shall be guided in all their relations by the

highest standards of honesty and integrity.

notify their employers.

- Engineers and firms may individually refuse to bid for engineering services
- 2. Clients are not required to seek bids for engineering 3. Federal, state, and local laws governing procedure to procure engineering services are not affected, and remain in full force and effect. State societies and local chapters are free to actively and aggressively seek legislation for professional selection and negotiation procedures by public

State registration board rules of professional conduct.

including rules prohibiting competitive bidding for engineering services, are not affected and remain in full force and effect. State registration boards with

authority to adopt rules of professional conduct may

adopt rules governing procedures to obtain engineering

PREAMBLE

Engineering is an important and learned profession. As members of this profession, engineers are expected to exhibit the highest standards of honesty and integrity.



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NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS	Code of Ethics for Engi	neers	
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Code of Ethics for Engineers NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS NSPE they lack competence, nor to any plan or document not to the solicitation of employment shall not misrepresen prepared under their direction and control. c. Engineers may accept assignments and assume pertinent facts concerning employers, employees, associates, joint venturers, or past accomplishments Engineering is an important and learned profession. As members of this profession, engineers are expected to exhibit the highest standards of honesty and integrity. Engineering has a direct and vital impact on the quality of life for all people. Accordingly, the responsibility for coordination of an entire project and sign b. Engineers shall not offer, give, solicit, or receive, either and seal the engineering documents for the entire project, provided that each technical segment is signed and sealed only by the qualified engineers who prepared the segment. firectly or indirectly, any contribution to influence the award of a contract by public authority, or which may be reasonably construed by the public as having the effect or intent of influencing the awarding of a contract. They services provided by engineers require honesty, impartiality, fairness, and equity, and must be dedicated to the protection of the public health, safety, and welfare. Engineers must perform under a standard of professional behavior that requires adherence to the highest principles of ethical conduct. 3. Engineers shall issue public statements only in an objective shall not offer any gift or other valuable consideration in and truthful manner order to secure work. They shall not pay a commission, percentage, or brokerage fee in order to secure work, except to a bona fide employee or bona fide established Engineers shall be objective and truthful in professional reports, statements, or testimony. They shall include I. Fundamental Canons all relevant and pertinent information in such reports Engineers, in the fulfillment of their professional duties, shall: 1. Hold paramount the safety, health, and welfare of the public. commercial or marketing agencies retained by them. statements, or testimony, which should bear the date indicating when it was current. Engineers may express publicly technical opinions that are founded upon knowledge of the facts and III Professional Obligations 2. Perform services only in areas of their competence 1. Engineers shall be guided in all their relations by the 3. Issue public statements only in an objective and truthful highest standards of honesty and integrity. ompetence in the subject matter. Act for each employer or client as faithful agents or trustees. Engineers shall acknowledge their errors and shall not Engineers shall issue no statements, criticisms, or arguments on technical matters that are inspired or paid for by interested parties, unless they have prefaced their b. Engineers shall advise their clients or employers when they believe a project will not be successful. 5. Avoid deceptive acts. 6. Conduct themselves honorably, responsibly, ethically, and lawfully so as to enhance the honor, reputation, and usefulness of the profession. comments by explicitly identifying the interested parties c. Engineers shall not accept outside employment to on whose behalf they are speaking, and by revealing the the detriment of their regular work or interest. Before accepting any outside engineering employment, they will tence of any interest the engineers may have in the II. Rules of Practice Engineers shall hold paramount the safety, health, and welfare of the public. a. If engineers' judgment is overruled under circumstances that endanger life or property, they shall notify their employers. 4. Engineers shall act for each employer or client as faithful d. Engineers shall not attempt to attract an engineer from agents or trustees. a. Engineers shall disclose all known or potential conflicts of interest that could influence or appear to influence another employer by false or misleading pretenses. e. Engineers shall not promote their own interest at the expense of the dignity and integrity of the profession. notify their employer or client and such other authority as may be appropriate. Engineers shall approve only those engineering documents heir judgment or the quality of their services. f. Engineers shall treat all persons with dignity, respect b. Engineers shall not accept compensation, financial or fairness, and without discrimination. otherwise, from more than one party for services on the same project, or for services pertaining to the same that are in conformity with applicable standards 2. Engineers shall at all times strive to serve the public interest. c. Engineers shall not reveal facts, data, or information without the prior consent of the client or employer except as authorized or required by law or this Code. d. Engineers shall not permit the use of their name or Engineers are encouraged to participate in civic affairs; career guidance for youths; and work for the advancement project, unless the circumstances are fully disclosed and agreed to by all interested parties. of the safety, health, and well-being of their community Engineers shall not solicit or accent financial or other Engineers shall not complete, sign, or seal plans and/or specifications that are not in conformity with applicable engineering standards. If the client or employer insists valuable consideration, directly or indirectly, from outsi agents in connection with the work for which they are ssociate in business ventures with any person or firm that they believe is engaged in fraudulent or dishonest ponsible. on such unprofessional conduct, they shall notify the e. Engineers shall not aid or abet the unlawful practice of d. Engineers in public service as members, advisors, or proper authorities and withdraw from further service or employees of a governmental or quasi-governmental body or department shall not participate in decisions wit engineering by a person or firm. the project. c. Engineers are encouraged to extend public knowledge f. Engineers having knowledge of any alleged violation of this Code shall report thereon to appropriate professional bodies and, when relevant, also to public authorities, and cooperate with the proper authorities in furnishing such respect to services solicited or provided by them or their and appreciation of engineering and its achievements organizations in private or public engineering practice d. Engineers are encouraged to adhere to the principles Engineers shall not solicit or accept a contract from a governmental body on which a principal or officer of their organization serves as a member. of sustainable development¹ in order to protect the information or assistance as may be required. nvironment for future generations. 2. Engineers shall perform services only in the areas of their Engineers shall continue their professional development 5. Engineers shall avoid deceptive acts. throughout their careers and should keep current in their competence. a. 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Engineers shall give credit for engineering work to those Engineers and firms may individually refuse to bid for 5. Engineers shall not be influenced in their professional to whom credit is due, and will recognize the proprietary engineering services duties by conflicting interests. interests of others. 2. Clients are not required to seek bids for engineering Engineers shall not accept financial or other considerations, including free engineering designs, from material or equipment suppliers for specifying Engineers shall, whenever possible, name the person or persons who may be individually responsible for designs, inventions, writings, or other accomplishments. 3. Federal, state, and local laws governing procedure to procure engineering services are not affected, and remain in full force and effect. their product. b. Engineers using designs supplied by a client recognize b. Engineers shall not accept commissions or allowances that the designs remain the property of the client an State societies and local chapters are free to actively and aggressively seek legislation for professional selection and negotiation procedures by public directly or indirectly, from contractors or other parties may not be duplicated by the engineer for others without dealing with clients or employers of the engine express permission. c. Engineers, before undertaking work for others in in connection with work for which the engineer is agencies. responsible. connection with which the engineer may make 5. State registration board rules of professional conduct. connection with which the engineer may make improvements, plans, designs, inventions, or other records that may justify copyrights or patents, should enter into a positive agreement regarding ownership. d. Engineers' designs, data, records, and notes referring 6. 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PREAMBLE

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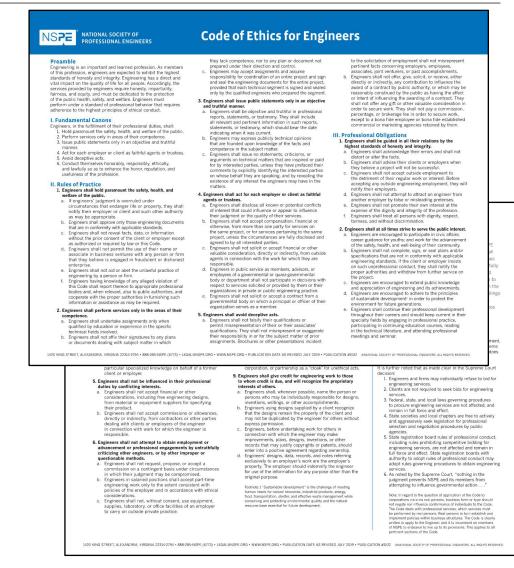




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FUNDAMENTAL CANONS

- 1. Hold paramount the safety, health, and welfare of the public
- 2. Perform services only in areas of their competence
- **3**. Issue public statements only in an objective and truthful manner
- 4. Act for each employer or client as faithful agents or trustees
- 5. Avoid deceptive acts
- 6. Conduct themselves honorable, responsibly, ethically, and lawfully so as to enhance the honor, reputation and usefulness of the profession



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SPE NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS	Code of Ethics for Engineers	
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ETHICS IN THE NEWS

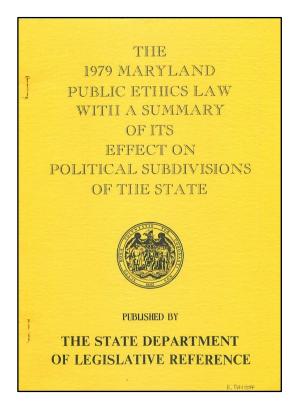


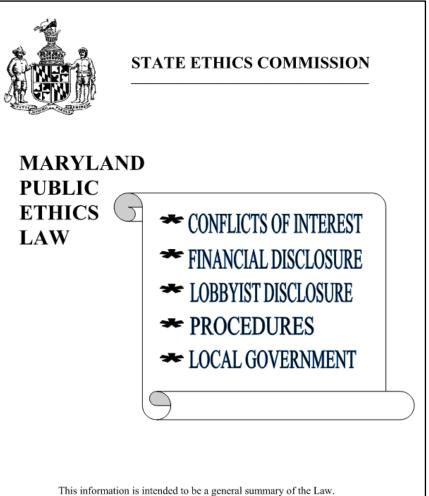




MARYLAND PUBLIC ETHICS LAW

- 1. Established in 1979
- 2. General Provisions Article, Title 5





It is not to be read as a substitute for the Law itself.

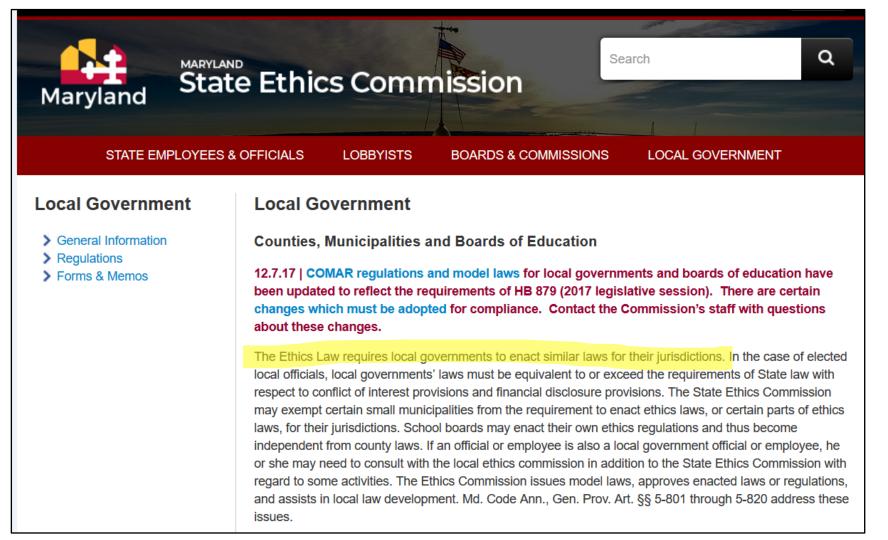
MARYLAND STATE ETHICS COMMISSION

- **1**. Administers the Public Ethics Law
- 2. Standards of conduct for state and local government officials and employees
- 3. Guards against improper influence on public officials
- 4. Avoids the appearance of conflicts of interest
- 5. Financial disclosure, lobbying disclosure and regulation
- 6. Approval of local government ethics requirements
- 7. Ethics law advice and training
- 8. Ethics law complaint investigation



https://ethics.maryland.gov/public-ethics-law/

LOCAL GOVERNMENT: Counties, Municipalities and Boards of Education



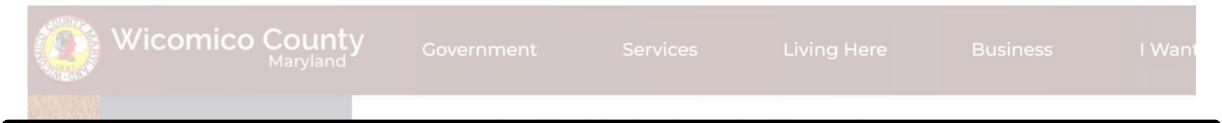
https://ethics.maryland.gov/local-government/

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Adult Public Home > Government > Boards & Commissions > Ethics Commission Board Micomico County Ethics Commission Agricultural Land Preservation Advisory Board The Wicomico County Ethics Commission is responsible for administering the County's Ethics Law. Agricultural Agricultural Reconciliation Devise, receive and maintain all forms required by the Ethics Law. Committee Devise, receive and policies for advisory opinion requests and provide advisory opinions to persons subject to the Ethics Law regarding the applicability of the provisions of the Ethics Law to them. Develop procedures and policies for the processing of complaints to make appropriate determinations regarding complaints filed by any person alleging violations of the Ethics Law.		Wicomico County	Government	Services	Living Here	Business	l Want
Board Witcomico County Etnics Commission Agricultural Land The Wicomico County Ethics Commission is responsible for administering the County's Ethics Law. Agricultural As provided in Chapter 37 of the Wicomico County Code, the Ethics Commission shall: Board 1. Devise, receive and maintain all forms required by the Ethics Law. Agricultural 2. Develop procedures and policies for advisory opinion requests and provide advisory opinions to persons subject to the Ethics Law regarding the applicability of the provisions of the Ethics Law to them. 3. Develop procedures and policies for the processing of complaints to make appropriate determinations regarding violations of the Ethics Law.	a karafa shi Kasarishi kara	Adult Public	Home › Government › Boards & Comn	nissions > Boards & Commissi	ons › Ethics Commission		
Agricultural Land Preservation Advisory Board Agricultural Agricultural Reconciliation Committee Airport Commission Airport Commission	hy louisin	·	Wicomico County	Ethics Commis	sion		
Board As provided in Chapter 37 of the Wicomico County Code, the Ethics Commission shall: Board 1. Devise, receive and maintain all forms required by the Ethics Law. Agricultural 2. Develop procedures and policies for advisory opinion requests and provide advisory opinions to persons subject to the Committee Ethics Law regarding the applicability of the provisions of the Ethics Law to them. Airport Commission 3. Develop procedures and policies for the processing of complaints to make appropriate determinations regarding complaints filed by any person alleging violations of the Ethics Law.			The Wicomico County Ethics (Commission is responsi	ble for administering the Co	ounty's Ethics Law.	
Agricultural Reconciliation Committee2. Develop procedures and policies for advisory opinion requests and provide advisory opinions to persons subject to the 			As provided in Chapter 37 of th	he Wicomico County Co	ode, the Ethics Commission	shall:	
Reconciliationto theCommitteeEthics Law regarding the applicability of the provisions of the Ethics Law to them.Airport CommissionTerest filed by any person alleging violations of the Ethics Law.			1. Devise, receive and maintain	n all forms required by t	he Ethics Law.		
3. Develop procedures and policies for the processing of complaints to make appropriate determinations regarding complaints filed by any person alleging violations of the Ethics Law.				licies for advisory opinio	on requests and provide adv	visory opinions to person	is subject
Airport Commission		Committee	Ethics Law regarding the app	licability of the provisio	ns of the Ethics Law to ther	n.	
Airport Commission						propriate determinations	regarding
4. Conduct a public information program regarding the purposes and application of the Ethics Law.		Airport Commission				on of the Ethics Law.	





Purpose and Application of Ethics Law

The purpose of the Ethics Law is to promote the public's trust and confidence in local government and to assure the honesty and impartiality of County employees, as well as elected officials, in the execution of their duties.

Board	As provided in chapter 37 of the wicomico county code, the Ethics commission shall.
	 Devise, receive and maintain all forms required by the Ethics Law. Develop procedures and policies for advisory opinion requests and provide advisory opinions to persons subject
	to the
	Ethics Law regarding the applicability of the provisions of the Ethics Law to them.
	3. Develop procedures and policies for the processing of complaints to make appropriate determinations regarding complaints filed by any person alleging violations of the Ethics Law.
	4. Conduct a public information program regarding the purposes and application of the Ethics Law.



§CG 5-104 ETHICS §CG 5-104 for contingent compensation in any matter before or involving Worcester County. (g) Use of prestige of office. (1) An official or employee may not intentionally use the prestige of office or public position: A. For the private gain of that official or employee or the private gain of another. B. To influence, except as part of the official duties of the official or employee or as a usual and customary constituent service without additional compensation, the award of a County contract to a specific person. (2) An official may not directly or indirectly initiate a solicitation for a person to retain the compensated services of a particular regulated lobbyist or lobbying firm. (3) A public official or employee may not use public resources or the title of the public official or employee to solicit a political contribution that is regulated in accordance with the State Election Law article. (4) In this paragraph, "legislative action" does not include testimony or other advocacy in an official capacity as a member of the County Commissioners before a unit of State or local government. A. A former member of the County Commissioners may not assist or represent another party for compensation in a matter that is the subject of legislative action for one calendar year from the date the Commissioner leaves office. (5) This subsection does not prohibit the performance of usual and customary constituent services by an elected local official without additional compensation. (h) Solicitation and acceptance of gifts. (1) An official or employee may not solicit any gift. (2) An official or employee may not directly solicit or facilitate the solicitation of a gift, on behalf of another person, from an individual

- (3) An official or employee may not knowingly accept a gift, directly or indirectly, from a person that the official or employee knows or has the reason to know:
 - A. Is doing business with or seeking to do business with the Worcester County office, agency, board, or commission with which the official or employee is affiliated;

officials, employees, and appointees to boards and commissions of Worcester County.

§ CG 5-103. Ethics Board.

§ CG 5-102. Applicability.

§ CG 5-101. Short title.

(a) Appointment. There is a Worcester County Ethics Board that consists of seven members appointed by the County Commissioners.

The provisions of this Subtitle apply to all Worcester County elected

This Subtitle may be cited as the Worcester County Public Ethics Law.

(g) Use of prestige of office.

- (1) An official or employee may not intentionally use the prestige of office or public position:
 - A. For the private gain of that official or employee or the private gain of another.
 - B. To influence, except as part of the official duties of the official or employee or as a usual and customary constituent service without additional compensation, the award of a County contract to a specific person.

regulated lobbvist.



Selected highlights from the Ethics Commission Employee Acknowledgement

I further understand that the Howard County Ethics Commission, a five member panel appointed by the Executive with the concurrence of the County Council, is the advisory body responsible for interpreting the Public Ethics Law and advising employees regarding its application. I have a personal responsibility to abide by the Public Ethics Law and I agree to seek guidance from the Commission if necessary.

https://www.howardcountymd.gov/boards-commissions/ethics-commission

HOWARD COUNTY ETHICS COMMISSION 3430 Courthouse Drive Ellicott City, Maryland 21043

Howard County County Executive Calvin Bali

Ethics Commission

employment

HOME > GOVERNMENT > BOARDS & COMMISSIONS > ETHICS COMMISSION

EMPLOYEE ACKNOWLEDGEMENT The Howard County Ethics provisions set forth in Howard County Code 22.200, along with County Chatrer Section 901, applies to all County Employees, including part-time and contingent employees, and volunters. You should read and become familiar with the following

provisions that govern the behavior of all County employees as a violation of any of these principles may result in disciplinary action that could result in termination from County

1. An employee, in his or her County employment capacity, may not 1) participate in a matter in

which he/she has an interest; 2) participate in a matter in which certain relatives (spouse, father, mother, sister, brother, or child) has an interest; or 3) participate in an entity in which he/she has an interest. Interest is defined to mean any legal or equitable economic interest however owned.

certain relatives (spouse, father, mother, sister, brother, or child) may have employment,

3. An employee may not have financial interests in or, be employed by an entity subject to the authority of the agency with which he or she is affiliated, or with an entity having or negotiating a contract with the agency with which the employee is affiliated. Employment includes being a member of a private board of directors having a relationship with the employee's agency, even if

4. An employee may not engage in any secondary employment that would impair the

employee's impartiality and independence of judgment. I understand that it is my responsibility to discuss all secondary employment with my supervisor or department director in accordance

5. An employee may not intentionally use the prestige of the employee's office for his or her

6. 1 understand that there are post-employment provisions in the Code. If I leave employment with the County, I understand that I may not assist or represent any party other than the County for compensation in a case, contract, or other specific matter involving the County if that matter

7. I understand that except in a judicial or quasi-judicial proceeding, I may not assist or represent a party for contingent compensation in any matter before or involving the County.

there is no compensation paid to the employee for participation on the board of directors

 A County employee m or indirectly, from any per a. is doing or seek b. is engaged in a c. has financial i employee; or d. is a lobbyist wi

u. n a nooyse way
 an interest. Interest is defined to mean any legal or equitable economic interest however owned.
 A County employee
 that of another, confidenti
 C. An employee may not participate in a matter involving a business entity in which he or she or

 I understand that my Disclosure Statement. TI each year. I understand th statement if I am required

I have read and underst Ethics Law, and I have h and Charter provisions ca

www.howardcountymd.ge I further understand that II by the Executive with the for interpreting the Public personal responsibility to Commission if necessary.

Signature of Employee

Printed Employee Name Employee's Department ()

 Persons or entities that assist the County in the preparation of procurement specifications may not be employed by or assist a bidder in that procurement.

prospective employment, contractual or creditor relationships

with the Howard County Policy and Procedure Manual.

is one in which I significantly participated as an employee.

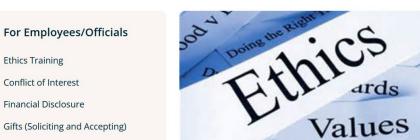
own private gain or that of another.

cc: Personnel File (Rev. 2/14/12)





For County Employees and Officials



Complaint Process

The Ethics Commission reviews complaints from individuals who believe a violation of the ethics law has occurred.

- <u>Procedures for investigation, filing, and</u> <u>disposition of complaints</u>
- Hearing Procedures

COMPLAINT FORM



Leaving County Government?

If you are leaving your job with Anne Arundel County, here are some things you need to know.

When you are no longer a County employee or covered volunteer, the Public Ethics Law still applies to you in a few important ways. Because you will still be subject to the ethics law, you have the **right** to consult the Anne Arundel County Ethics Commission for advice on how these laws apply to you in any given situation. You also have the **obligation** to comply with these laws, and if you do not, you may be subject to an enforcement action.

1. §7-5-105. Representation by former employees.

"(a) Generally. A former employee may not assist or represent a party other than the County in a case, contract, or other specific matter for compensation if the matter involves the County and: (1) the former employee participated significantly in the matter as an employee; or

(2) the former employee had information not generally available to the public when the former employee undertook the assistance or representation."

If you worked on a matter while you were a County employee or volunteer, you are **banned for life*** from working on that same **specific matter** (or case or contract) if that matter involves the County. You should ask for advice from the thics commission:

- If the work you will be doing involves the same case, contract or other specific matter;
- · If the information you will be using is or was confidential when you started the assistance
- or representation;
 If the case, contract, or other specific matter involves the County.

*(The lifetime ban is not as onerous as it sounds. Most cases, contracts, and other specific matters do not last a lifetime.)

"(b) County Executive, County Council, department or office heads. Except as provided in paragraph (2) of this subsection, a former County Executive, member of the County Council, or department or office head may not assist or represent another party for compensation in any matter that is the subject of County legislative action for one year following the date that the person left office or County employment."

This provision applies primarily to prolibit former elected and certain appointed officials from lobbying the County for compensation for one year after leaving office. There may be other instances where the prohibition applies. Even if you will not be lobbying, you may not work as a consultant of any kind on any matter that is going to be the subject of legislative action for one year. Ask the advice of the ethics commission if the work you are doing or plan to be doing may fall within this prohibition.

> Heritage Office Complex • 2666 Riva Road, Suite 160 • Annapolis, Maryland 21401 410-222-4412 • Fax 410-222-4414 • MS 8160



Selected highlights from "Solicitation or Acceptance of Gifts" (Sec.2-293(d))

Paragraph 3

• An official or employee may not solicit any gift.

Paragraph 4

- Unless a gift of any of the following would tend to impair the impartiality and the independence of judgment of the official or employee receiving it or, if of significant value, would give the appearance of doing so, or, if of significant value, the recipient official or employee believes, or has reason to believe, that it is designed to do so, paragraph (3) does not apply to:
- A) Meals and beverages consumed in the presence of the donor or sponsoring entity;
- B) Ceremonial gifts or awards which have insignificant monetary value;
- C) Unsolicited gifts of nominal value that do not exceed \$20.00 in cost or trivial items of informational value;
- D) Reasonable expenses for food, travel, lodging, and scheduled entertainment of the official or the employee at a meeting which is given in return for participation in a panel or speaking engagement at the meeting;

ETHICAL BEHAVIOR THEMES



SUMMARY

- 1. Protection of public health, safety, welfare & environment
- 2. Highest standards of honesty, honor & integrity
- 3. Highest moral principles
- 4. Advance the competence, prestige & dignity of the profession
- 5. Be impartial, objective & avoid conflicts of interest and deception
- 6. Accept personal responsibility
- 7. Hold each other accountable

It takes less time to do things right than to explain why you did it wrong.

~Henry Wadsworth Longfellow

Dave Mason, PE





BENEFITS OF ETHICAL BEHAVIOR

PERSONAL

- **1**. Promotes trust and confidence
- 2. Mutual respect and greater reliability
- 3. Positive recognition and a reputation of doing things right

Doing the right thing doesn't **JJ** automatically bring success. But compromising ethics almost always leads to failure.

BENEFITS OF ETHICAL BEHAVIOR



CUSTOMERS / CLIENTS

- **1**. Citizen and customer loyalty for the long-term
- 2. Transparent communication and stronger professional relationships
- 3. Ability to weather "storms"
- 4. Crucial step of being a trusted resource / advisor

BENEFITS OF ETHICAL BEHAVIOR

AGENCIES & MEMBER FIRMS

- **1**. Respected brand and reputation
- 2. Transparency about lessons learned and promotion of continuous improvement
- **3**. Potential for greater customer satisfaction and higher revenues
- 4. Fewer legal problems and associated costs
- 5. Improved recruitment and retention





ethics forum

To Act or Not to Act-What is Your Responsibility?

20 August 2023 Ite journal

An ITE member, while traveling outside of their home state, observes traffic signing that An inclusion, while caveling values of one instruction water events of the condition. A specific example is presented below. Pictured below is a State Highway with a 39 mile-long (6.3 kilometers), 5.4 percent downhill grade in mountainous terrain with 22 horizontal curves. Midway down this grade is a borbontal curve to the left. A large arrow sign is positioned near the beginning of the curve with the arrow pointing to the right. The TE member recognizes that this sign would create with the anony pointing to use right, the reconnect recognizes that this sign recent drive confusion, particularly under dark, foggy, or other conditions of limited visibility. The view of the large arrow sign, as seen by downhill drivers, is shown.

Is an installation contrary to normal device practices, does it pose unsafe conditions. Questions to Consider

- Does the ITE member have a responsibility to report inappropriate sign installations
- As use ageing manumo and operations are countrary. Assume that the circumstances are different. Not only does the ITE member to the agency that owns and operates the roadway?
- observe these structions, but the member also realizes that the firm for which they work is a consultant to the road agency that owns and operates the roadway. Nthough the member's firm has had no tole in these sign installations, the ITE Minimum one thermore is non-new new new new one of proceedings in the member is concerned that the agency may not gracefully accept criticism and there memory a concentror uner use agency may non-graceleasy accept cristions and in might be retribution toward the firm. How does this circumstance affect the TE member's responsibility?

Discussion

As shown in the example, the installation was inappropriate and could result in crashes na second of the second second result in bort liability levels against the road agency. assing input of actual and come result of the canons of Ethics state that. "The member will guard against cond-Section 33 of the Canons of Ethics state that," The member will guard against condsection is a miclaimatic entropy state time. The memory time year again which the time that are dangerous or threatening to tile, limb, or property (and)...will promptly call such conditions to the attention of those who are responsible." Although it is not always source substantiate or unit attended to take the readout and the readout states in the second state of the second states of the second appropriate individual to whom these conditions should be reported, the ITE member has a responsibility to seek out that information and inform the proper authorities.

"The member will guard against conditions that are dangerous or threatening to life, limb, or property..."

Section 8 of the Canons of Ethics suggests that an employee will be faithful to their sector as an encourse of the member will act in the best interest of their employer. le Sections 13 and 8 together may create a conundrum for the employee, the potential equences of not acting could be a crash. injury, or death. The responsibility to help Amenanda and a second a se the member or their employer. The employee may wish to engage colleagues or are native to she coupling to the best way to tactfully inform the roadway agency. attude of the responsible road agency may be very positive and the agency may / appreciate knowing that the signing needs correction.

usions

insidering the potential harm of an inappropriate installation, immediate tion should be taken by the ITE member to promptly identify the responsible responsibility to help prevent a possible crash, injury, or death outweight ay approaching the responsible agency will increase the agency's willingcorrect the problem and reduce adverse reaction toward an employer. nt: Regarding the above example, the ITE member did contact the ie problem and the situation was remedied. Itej

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een as logal advect. The advect and for sharings presented in this column are for Historizhe purposes of y. Alongs consult your legal coursed before taking any actions are used as a second and a second as Hitchert Nod Jr. FE. (HI., Interny R. Chapman, Ph.D., PIDE, J.D., RSP1 (FJ. and Bichard Byon, PE. (M).

www.ite.org August 2023 21

Preamble

of human welfare.

and the public

or trustee.

Be honest and importial in

SECTION 8: The member

will act in professional

matters for each client or employer as a faithful agent

SECTION 13: The member will guard against condi-

tions that are dangerous or threatening to life, limb, or

property on work for which

the member is responsible, or, if not responsible, will

promptly call such conditions to the attention of

those who are responsible.

dealing with employer, clients,

Use professional knowledge and skill for the advancement

Do you have a responsibility to report inappropriate sign installations to the agency that owns and operates the roadway?



CANON OF ETHICS

<u>Preamble</u>

- Use professional knowledge and skill for the advancement of human welfare.
- Be honest and impartial in dealing with employer, clients and the public.

Section 8

 The member will act in professional matters for each client or employer as a faithful agent or trustee.

Section 13

The member will guard against conditions that are dangerous or threating to life, limb, or property on work for which the member is responsible, or, if not responsible, will promptly call such conditions to the attention of those who are responsible.



ETHICAL BEHAVIOR APPROACHES

COMMUNICATION

- **1**. Written it's documented for eternity!
- 2. Verbal are you really communicating "in secret?"

KEY APPROACHES

- **1**. Be transparent, open and above-board conversations
- 2. Avoid "sketchy" or "grey" situations (meetings, conversations, etc.)
- 3. Always maintain an ethical mentality, trust your "6th sense"
- 4. Engage co-workers as needed (emails, meetings, calls, etc.)
- 5. Have someone double-check your work anywhere close to the "grey area"
- 6. Document, document, document especially engineering judgment decisions



ETHICAL BEHAVIOR KEY TAKEAWAYS

KEY TAKEAWAYS

- 1. Maintain a long-term perspective and consider your legacy and that of your agency / firm
- 2. Details and vigilance matter be intentional with your conversations, documentation, etc.
- 3. Promote ethical decision making, documentation and communication
- 4. Regularly evaluate the real consequences and ramifications of acting or choosing unwisely





ETHICAL BEHAVIOR KEY TAKEAWAYS

KEY TAKEAWAYS

- **1**. Keep it personal, similar to QC
- 2. Own your actions and accept responsibility
- 3. Persist to do the right thing no matter the consequences



RESOURCES



Champion | Guide | Advance | Unite

Ethics Hotline (888.384.4295 or <u>legal@nspe.org</u>)

Ethics Resources

Home » Ethics » Ethics Resources

Although engineers often make decisions using precise scientific principles, answers to ethical questions are often varying shades of gray. NSPE provides members with a wide selection of ethics resources that can help prepare them for dealing with difficult issues.

MEW: NSPE Ethics Study Guide

This study guide includes information about the ethics test, steps to ethical engineering decisions, key concepts in engineering ethics, and much more. Download the NSPE Ethics Study Guide (PDF)

Board of Ethical Review Cases These cases are available by year.

Ethics examination Test your knowledge of the NSPE Code of Ethics

Education, publications & products NSPE's comprehensive offerings of ethics education resources and tools.

Engineering Ethics Videos

These videos can be used by state societies and local chapters for educational programming at the state and local level.

Licensure and Ethics Hotline for Members Only

Are you an NSPE member with a question about engineering licensure, ethics, or law? If so, call 888-384-4295 or e-mail ethics@nspe.org . Please provide your nine-digit NSPE member number. For all other questions, please call 888-285-6773.

RESOURCES



Using condescending language never gets you anywhere

Civil engineers must have a professional demeanor in all circumstances. What happened when a decadesold ethics violation

Handling violations from long ago is a tricky proposition.

was uncovered?



Ethics Hotline (800.548.2723 x6151)



A Question of Ethics: ASCE members must not shirk their duties to their peers

Hypothetical situations allow for deep exploration of the ASCE Code of Ethics.



A Question of Ethics: Engineers must take action in the face of corruption

A zero-tolerance stance is crucial.



This form is for use by anyone wishing to file an ethics complaint against a member of the American Society of Civil Engineers (ASCE). This form will be received by a staff liaison to ASCE's Committee on Professional Conduct, who will review the charges and confirm that an ASCE member is named and that appropriate provisions of the ASCE Code of Ethics are cited. Once this has been established, the form will be distributed to the Committee on Professional Conduct, which will determine if an investigation is warranted. If so, a member of the committee will be assigned to investigate the claim.

- Name of Complainant:
 - Address:

Telephone: E-mail:

2. Name(s) of the ASCE member(s) against whom this complaint is being filed:

City/State/Country:

- Description of conduct involved. (If the space provided here is not sufficient, please continue on a separate sheet of paper. Please attach all relevant documents supporting the alleged unethical conduct.)
- Identify the specific provision(s) of the ASCE Code of Ethics which you believe the above conduct to have violated:

By my signature here, I certify that the information provided here and in any attachments are true and accurate to the best of my knowledge and belief.

Date:

Please return this form and all attachments to: Committee on Professional Conduct American Society of Civil Engineers 1801 Alexander Bell Drive Reston, VA 20191-4400 Fax: 877-304-1334 E-mail: <u>thoke@lasce.org</u>





Online Ethics Center

OnlineEthics.org

Communities of Practice

Communities of Practice (CoP) support groups of people who share particular interests in ethics + f v in and facilitate collaboration, learning, and growth in their capacity to teach ethics, do research, or to manage organizations and projects, ethically. The OEC provides support that enables these groups of people to become more skillful and aware in asking and answering ethical questions in the contexts of their professional endeavors. For further information about leading or creating a new Community of Practice, please see below. If you are already a

member of a CoP, you can access your community's homepage via the My Account link at the top right of the site.

Share

STEM ETHICS PROJECTS (2017-PRESENT)

A collection of pages describing recent and ongoing STEM education projects.

Thinking Through Complex Ethical Dilemmas in the Engineering Profession

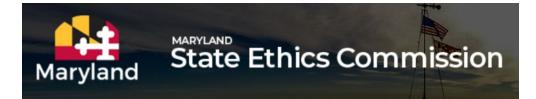
Building an 'Ethics Spine' into Biomedical Engineering Curriculum at Arizona State University

Critical Approaches to Community-Engaged Engineering

RESOURCES

AGENCIES & MEMBER FIRMS

- 1. Maryland State or County ethics commissions
- 2. Virtual or in-person training
- 3. Ethical dilemma and resolution exchanges (peer, mentor, supervisor)
 - What ethical dilemmas have you experienced in your career?
 - Have you recently seen or heard about any questionable ethics?
- 4. Do you have an ethics accountability partner?



Topics Covered in Ethics Training

- Introduction and Seeking Commission Advice
- · Conflicts Generally
- Participation Restrictions
- Secondary Employment Restrictions
- Financial Interests Restrictions
- Post-Employment Restrictions
- Gift Restrictions
- Prestige of Office
- Confidential Information
- Enforcement of the Public Ethics Law

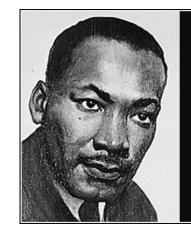


What engineering ethical dilemmas have you experienced or seen in your career?



Contact:

Scott C. Crumley, PE, PTOE Director, Transportation Phone: 240.398.6072 E-mail: scrumley@rkk.com



The time is always right to do what is right.

Martin Luther King -

AZQUOTES