

WHAT THE PEOPLE OF HELENA EXPECT OF CITY EMPLOYEES

You are now part of an active and progressive city government that is continuously working to make Helena a more enjoyable and attractive place in which to live. Your job was created to accomplish this goal and your personal contribution is necessary to make this a responsive and efficient city government for the citizens of Helena. Service to the citizens is our reason for existence. You are expected to give this service to the best of your ability and to perform your job with a spirit of courtesy, willing assistance and appreciation for the responsibilities of your job.

It is essential that every citizen and fellow employee be treated with dignity and consideration. The public will judge your department and city government by your attitude and efficiency.

Included in this handbook is a section entitled "Code of Ethics" for city employees. Please become familiar with the contents of this document as it outlines the standards of ethical conduct for employees transacting public business.