

Public Service Values

Reproduced from the Public Service Management Law (2013 Revision)

The values to which the public service shall aspire and which shall govern its management and operation are as follows –

- (a) To serve diligently the government of the day, the Legislative Assembly and the public in an apolitical, impartial and courteous manner and to deliver high-quality policy advice and services;
- (b) To uphold the proper administration of justice and the principles of natural justice, and to support public participation in the democratic process;
- (c) To strive continually for efficiency, effectiveness and value for money in all government activities;
- (d) To adhere to the highest ethical, moral and professional standards at all times;
- (e) To encourage creativity and innovation, and recognize the achievement of results;
- (f) To be an employer that cares, is non-discriminatory, makes employment decisions on the basis of merit and recognizes the aims and aspirations of its employees, regardless of gender or physical disabilities;
- (g) To be an employer that encourages workplace relations that value communication, consultation, co-operation and input from employees (either individually or collectively) on matters that affect their workplace and conditions of service; and
- (h) To provide a safe and healthy working environment.

Public Servant's Code of Conduct

Reproduced from the Public Service Management Law (2013 Revision)

In the course of employment, a public servant must comply with the Public Servant's Code of Conduct and failure to do so in a significant way shall be grounds for discipline or dismissal.

- (a) A public servant must behave honestly and conscientiously, and fulfil his duties with professionalism, integrity and care;
- (b) A public servant must be courteous and respectful to the Governor, the Speaker and Deputy Speaker, Official Members, Ministers, Members of the Legislative Assembly, other public servants and members of the public, and treat everyone with impartiality and without harassment of any kind;
- (c) A public servant must be politically neutral in his work and serve the government of the day in a way that ensures that he maintains the confidence of the government, while also ensuring that he is able to establish the same professional and impartial relationship with future governments;
- (d) A public servant, as a member of the public, has the right to be politically informed but must ensure that his participation in political matters or public debate or discussions, does not conflict with his obligation as a public servant to be politically neutral;
- (e) A public servant must not, at any time, engage in any activity that brings his ministry, portfolio, statutory authority, government company, the public service or the government into disrepute;
- (f) A public servant must obey the law and comply with all lawful and reasonable directions, including work place rules established by his chief officer or a person with delegated authority from the chief officer;
- (g) A public servant must disclose, and take reasonable steps to avoid, any conflict of interest (real or apparent) with his duties as a public servant, and must not use his official position for personal or familial gain;
- (h) A public servant shall not directly or indirectly disclose information which comes into his possession in his official capacity unless authorized or allowed to do so under this section, the Freedom of Information Law or any other Law; and
- (i) A public servant must not use official resources, including electronic or technological resources, offensively or for other than very limited private purposes.