

Commissioner's Instruction No. 7

Code of Ethics

Commencement date: 3 July 2012

Enquiries: Agency Support Division
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Statement of intent

This Commissioner's instruction sets out the minimum standards of conduct and integrity to be complied with by all public sector bodies and employees.

Scope and application

The Code of Ethics applies to all public sector employees, including Chief Executive Officers, Chief Employees and ministerial staff, and public sector bodies covered by the *Public Sector Management Act 1994* (PSM Act), which includes boards established under their own legislation.

References

Section 9(a) of the PSM Act requires all public sector bodies and employees to observe the principles of conduct and to comply with the provisions of:

- the PSM Act and any other Act governing their conduct;
- the Commissioner's Instructions, public sector standards and codes of ethics; and
- any code of conduct applicable to the public sector body or employee concerned.

This instruction should be read in conjunction with *Commissioner's Instruction No. 8 – Codes of conduct and integrity training*.

This instruction repeals¹ and replaces the *Western Australian Public Sector Code of Ethics* previously issued on 1 February 2008 by the former Commissioner for Public Sector Standards.

¹ under section 21(2) of the *Public Sector Management Act 1994* (PSM Act)

Terminology

Public sector body: Includes departments, SES agencies, non-SES organisations (including boards established under their own legislation) and ministerial offices as defined under the PSM Act and all employees of these bodies, but excludes all entities listed in Column 2 of Schedule 1 of the PSM Act and their employees.

The *Chart of the WA Government* provides a listing of WA public sector bodies and their status under the PSM Act.

Instruction

CODE OF ETHICS

The minimum standards of conduct and integrity to be complied with by all public sector bodies and employees are expressed in the following principles:

Personal integrity

We act with care and diligence and make decisions that are honest, fair, impartial, and timely, and consider all relevant information.

Relationships with others

We treat people with respect, courtesy and sensitivity and recognise their interests, rights, safety and welfare.

Accountability

We use the resources of the state in a responsible and accountable manner that ensures the efficient, effective and appropriate use of human, natural, financial and physical resources, property and information.

Further information

For information about Commissioner's instructions, see the Public Sector Commission's website at www.publicsector.wa.gov.au/publications-resources/instructions-standards-and-circulars/commissioners-instructions

Date of review: 31 December 2016