



3.7 STANDARDS OF CONDUCT

LADD promotes a positive public image that aligns with our Mission, Vision and Values. All company activities are transparent and conducted in a manner that is free of perceived, potential or actual conflicts or ethical violations. If violations arise a reporting mechanism and a system of documenting appropriate resolution are followed.

Principles of ethical behavior are found in the Values of the company and are carried over into the Core Competencies of every job description. Ethical behavior is demonstrated in many ways such as:

- Stand in Truth – Work and communicate with honesty, integrity and openness; having a willingness to improve qualities in self and the organization; and seeing all people as equal.
- Remain compassionate – Demonstrate kindness in action towards others, promote self-confidence and self-esteem and appreciate differences in people.
- Take responsibility – taking ownership for the decisions we make or fail to make, the actions we take or fail to take, and the consequences that result.
- Give respect – it is our duty to show a high regard for ourselves, others, and the resources entrusted to us. Resources entrusted to us may include people, money, reputation and the safety of others.
- Remain honest – it is critical to understand the truth and act in a truthful manner both in our communications and in our conduct. Our conduct must be free from competing self-interest, prejudice, and favoritism.

Topics covered in the Conflict of Interest-Code of Ethics Policy include:

- Gifts, Loans and Fundraising
- Appropriate interactions with the people we support and coworkers
- Solicitation, Political Activities
- Harassment and Workplace Violence
- Promotions, Outside Employment, Supervision

[Click here to view the Conflict of Interest-Code of Ethics Policy- located in the CEP](#)

LADD has established standards for all employees regarding their responsibility for acceptable behavior. All LADD employees will provide a respectful, safe and positive environment for the people we support and coworkers.

[Click Here to View the Standard of Conduct](#)

Being of Good Moral Character is a job requirement and means employees will have a personal history of honesty, fairness and respect for the rights of others as well as adherence to state and federal law. Employees must demonstrate honesty and integrity in all of their communications and interactions with the people we support and coworkers.

[Click Here to View the Good Moral Character Policy- located in the CEP](#)