

PHADA

Code of Professional Ethics
Housing Authority Executive Directors



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Code of Professional Ethics of the Executive Director

The objective of this Code of Ethics is to provide for professional performance by executive directors through the acceptance and conformance to those rules and regulations that are necessary to provide a beneficial relationship between the executive director, the people he or she serves, employers, colleagues and the public at large.

An executive director shall be bound by the following pledge:

I pledge myself to the professionalization of housing authority directors through my own efforts and through the mutual efforts of my colleagues and by all other proper means available.

I pledge myself to seek and maintain an equitable, honorable and cooperative association with fellow public housing officials and all others who are concerned with the proper and professional management of public housing developments.

I pledge myself to place honesty, integrity, industriousness, compassion and understanding above all else; to pursue my gainful efforts with study and dedication to the end that service to my employment and the people I serve shall always be maintained at the highest possible level.

I pledge myself to comply with the rules and regulations and principles of my employer and this Code of Professional Ethics.

ARTICLE I

The Code of Ethics of the local authority which is the employer, the municipality or city in which the local authority is located, and the Department of Housing and Urban Development as in effect from time to time shall be incorporated into this Code by reference.

ARTICLE II

An executive director will maintain the use of the executive director designation in a manner that shall be positive to and committed to affect the firm objectives or high purposes of the public housing program.

ARTICLE III

An executive director shall maintain the highest ethical standards concerning any public, oral or written statements of any nature concerning another executive director or his or her management practices or ability.

ARTICLE IV

An executive director shall not accept employment by or associate with a housing authority unless, to the best of his or her knowledge and belief, such housing authority agrees to comply with all applicable laws, ordinances and the local rules and regulations and this Professional Code of Ethics.

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ARTICLE V

An executive director shall at all times be loyal to his or her housing authority and the people that authority serves, and shall be diligent and thoroughly professional in the maintenance of its properties and the protections of its reputation.

ARTICLE VI

An executive director shall not represent divergent or conflicting interest, or engage in any activity reasonably calculated to be contrary to the best interest of the housing authority unless the housing authority has been previously notified and has given approval.

ARTICLE VII

An executive director shall refrain from receiving, directly or indirectly, any fee, rebate, commission, discount, gratuity or any other benefit whether monetary or otherwise for the proper professional discharge of his or her duties, except the authorized established salary, expenses and other approved benefits.

ARTICLE VIII

An executive director will maintain professional discretion in disclosing confidential information concerning the personal and business affairs of the housing authority and the people it serves without prior written authorization, except when properly and legally demanded by a governmental authority so entitled to such information.

ARTICLE IX

An executive director shall keep the housing authority advised of all matters concerning its physical property and public welfare and shall cause to be furnished to his or her employer a complete accounting regarding the management of the property under his or her jurisdiction at agreed regular intervals. An executive director shall keep the people he or she serves currently advised of all the rules and regulations and changes therein pertaining to the good welfare and proper management of the public housing developments.

ARTICLE X

An executive director shall exert due diligence for the protection of any housing authority funds collected against any foreseeable contingencies. The immediate deposit of such funds in an approved depository shall constitute due diligence.

ARTICLE XI

An executive director shall at all times keep and maintain thoroughly accurate accounting records properly marked for identification concerning the property managed and/or developed by the authority, and those records shall be immediately available to his or her employer or designated representative.

ARTICLE XII

An executive director shall immediately report known violations of this Professional Code of Ethics to the Public Housing Authorities Directors Association's current elected President, setting forth the article purported to have been violated.

ARTICLE XIII

The interpretation of compliance with this Professional Code of Ethics is the responsibility of the Association. Disciplinary action for violation of any portion of this Code shall be instituted by the Association in accordance with rules and regulations established by the Public Housing Authorities Directors Association.

CONCLUSION

The term "executive director" connotes competence, fair dealing and high integrity resulting from adherence to idealistic and high moral conduct in public housing and business relations. No inducement of profit and no instructions from employers can ever justify departure from this ideal of from the injunction of this Code.

I understand that membership may be denied, revoked or suspended for the following:

1. Acts of fraud, deceit or misrepresentation.
2. Acts of gross negligence, incompetency or misconduct in carrying out the duties of an executive director.
3. Conviction of a crime involving moral turpitude.
4. Willful disregard of the regulations and requirements applicable to the public housing program.

I hereby subscribe to and agree to abide by the foregoing Code of Professional Ethics. I understand that a violation of any provision of this Code may result in reprimand, suspension or revocation of my membership in the Public Housing Authorities Directors Association.

Date

Name of Member (print)

Housing Authority

Signature of Member

Address

Signature of Witness