

Placer County District Attorney's Office

3.00 OFFICE BEHAVIOR

3.01 ACTING WITH HONOR AND DIGNITY

Prosecutors have a duty to act with honor and dignity in the pursuit of justice. Prosecutors are required to maintain a current, working knowledge of the statutory "duties of an attorney" and the Rules of Professional Conduct found in the California Business and Professions Code.

It is also our policy that Deputy District Attorneys remain aware of the ethics resource information published by the California District Attorneys Association (CDAA). Sourcebooks include the crime charging standards in CDAA's Uniform Crime Charging Standards and current editions of CDAA's Professionalism (ethics principles for prosecutors conducting investigations and trials) and CDAA's Ethics and Responsibility for California Prosecutors (general ethics information for prosecutors).

Every employee shall always act with the highest degree of courtesy and civility to all members of the District Attorney's Office and the public. Employees should at all times treat others with dignity and respect and in such a manner that does not offend the sensibilities of a co-worker. The use of offensive language, explosions of temper, or disrespect by an employee toward other staff members will not be tolerated.

Employees should at all times present a positive attitude and a professional image and should always communicate positively with other staff members. Every employee is expected to help develop a sense of loyalty to all co-workers and to the mission of the District Attorney's Office and what we represent in this community.

One of the goals of the District Attorney's Office is to promote a spirit of teamwork and cooperation among all employees. Furthermore, we wish to achieve a psychologically healthy work environment, one in which people feel mutually respected. To achieve these goals, we ask that all employees treat their co-workers, supervisors, and subordinates with the respect, honesty, consideration and cooperation they seek from them.

More specifically, we ask that each employee refrain from making statements that others may find upsetting. These particularly include kidding remarks, jokes, and hazing statements directed at another's age, sex, race, religion, national origin, or physical appearance. Although these statements are often not intended to be harmful, the effect can be detrimental.