

map by which to develop the Code that will guide employee behavior.

2. Prior Related Actions

On July 5, 2005, Mayor Antonio Villaraigosa issued Executive Directive 2005-1 regarding ethics in government, directing General Managers, Directors and Administrators of all departments, offices, agencies, and Boards and Commissions to establish a standard of conduct that maintains and enhances the public's trust in local government.

On October 17, 2005, the Board of Airport Commissioners adopted a resolution establishing the Office of Ethics and Business Conduct and related programs at Los Angeles World Airports. The Office will create and oversee a Code of Ethics at LAWA, while providing a confidential means for employees, contractors, consultants and others to report instances of suspected misconduct, without fear of reprisal.

3. Current Action

The Board of Airport Commissioners and Los Angeles World Airports are committed to the highest standards of ethical business conduct and aims to treat in an ethical manner those to whom we have obligations, including the City of Los Angeles, employees, tenants, customers, suppliers and the community. LAWA shall conduct its business not only in accordance with all applicable rules of law, regulations, policies, procedures and guidelines, but with the highest of ethical values.

A Code of Ethics for LAWA will be developed with input from a cross-section of employees throughout the organization. As a means of guiding the development of the Code of Ethics to set the stage for expected ethical behavior and to ultimately create and maintain an ethical work environment, it is recommended that the Board adopt the following set of ethical values to help set the standard for all employees:

Honesty

To be truthful in all our endeavors; to be honest and forthright with one another and with our stakeholders, including neighbors, tenants, vendors, consultants and others.

Integrity

To say what we mean; to deliver what we promise; to fulfill our commitments; and to stand for what is right.

Respect, Collegiality and Collaboration

To treat one another with mutual respect, dignity, trust and fairness, appreciating the diversity of our work force and the uniqueness of each employee, in a collegial and cooperative manner.

Responsibility

To take responsibility for our actions and to speak up without fear of retaliation; to report concerns in the workplace, including violations of laws, regulations and department policies; and to seek clarification and guidance whenever there is doubt.

Transparency

To foster open and responsive government through meaningful public disclosure; to make decisions in a fair, transparent manner in an effort to uphold and preserve the public trust.

Citizenship

To obey all laws and to do our part to improve our City and the communities in which we live and work.

4. Alternatives Considered

There are other principles that could be included, however, the recommended set of ethical values provides the appropriate backbone to support the development of the LAWA Code of Ethics. Without a set of guiding ethical values, there would be no clear direction to guide the development of the Code.

It has been demonstrated in the private and public sectors that there is an unmistakable correlation between an organization's ethical culture and the level of service delivered to its stakeholders. The adoption of the set of values will provide the framework for the entire LAWA ethics program and will be an important means of improving and maintaining an ethical business climate throughout the organization.

5. Economics and Cost Implications

The adopted values and resulting Code of Ethics will help to eliminate waste and create cost-saving efficiencies.

FISCAL IMPACT STATEMENT:

None.

STANDARD PROVISIONS:

1. General policy procedure-making is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) as provided by Article II, Section 2 (n) of the Los Angeles City CEQA Guidelines.
2. This action is not subject to the provisions of the Living Wage/Service Contractor Worker Retention Ordinances.
3. This action is not subject to the provisions of the MBE/WBE/DBE/OBEP program participation.
4. This action is not subject to the Affirmative Action Program.
5. This action is not subject to the provisions of the does not require a Business Tax Registration Certificate.
6. This action is not subject to the provisions of the Child Support Obligations Ordinance.
7. This action is not subject to the Insurance requirements of the Los Angeles World Airports.
8. This action is not subject to the provisions of Charter Section 1022 regarding the use of Independent Contractors.

9. The action is subject to City Attorney approval of contract statement.
10. Action taken on this item by the Board of Airport Commissioners will become final pursuant to the provisions of the Los Angeles City Charter Section 245.
11. This action is not subject to the provisions of the Contractor Responsibility Program.
12. This action is not subject to the provisions of the Equal Benefits Ordinance.
13. This action is not subject to the provisions of the First Source Hiring Program.