

CHAPTER 15
OATH OF OFFICE; CODE OF ETHICS

Section 1. Introduction. KPR members in the organization's leadership roles are sworn in and sign the KPR Code of Ethics (see "Exhibits") as stated below and in the chart "KPR Leaders' Swearing-in and Code of Ethics Information" on page 15 • 4.

Section 2. Oath of Office. State Officers sworn in by the President at the Annual Meeting at which they are elected are:

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| -- President | -- Secretary |
| -- Vice President | -- Treasurer |

They sign the Code of Ethics at the first Board meeting they attend after the AM.

Leaders sworn in by the President at the first Board meeting they attend after AM, when they also sign the Code of Ethics, are:

- Elected State Officers not sworn in at Annual Meeting
- Immediate Past President
- Assistant Treasurer
- Representatives of Retirement Systems not represented on the Board through election to office or appointment as a Standing Committee Chair
- One Director at Large
- President of each chapter
- Chapter Presidents' State Board Designees
- Audit Chair
- Legislative Chair
- Membership Chair
- Retirement Systems Chair
- Parliamentarian

Leaders sworn in by the President at the first Board meeting they attend after AM who are not required to sign the Code of Ethics are:

- Annual Meeting Chair(s)
- Foundation Awards Chair

Section 3. All KPR leaders agree to:

- Follow the KPR State Bylaws and Policies and Procedures.
- Endeavor to ensure that any public statement outside the Board meeting reflects the intent as stated by the Board.
- Endeavor to ensure that our goal to protect our benefits is paramount to all members.
- Endeavor to ensure that we are single-minded regarding the protection of our non-partisan status.

Further, Presidents of local Chapters, as supported by the locally elected officers of their chapters, agree to:

- Keep all members of their respective Chapters informed of Board actions and plans that affect members.
- Support the State Officers, operating within the Articles of Incorporation, Bylaws, rules, and Policies and Procedures of KPR, Inc.
- Take any complaint of State Board policy and/or action(s) first to the State Board of Directors for possible resolution of disagreements in-house.
- Exercise care not to disclose confidential information, the disclosure of which may be adverse to the interest of KPR; furthermore, not disclose or use information relating to the business of KPR for personal gain or advantage.
- Endeavor to ensure that we are single-minded regarding the protection of our benefits, but to carefully guard against becoming involved in partisan politics.

All leaders shall refrain from, by themselves or through others, knowingly:

- Using or attempting to use their influence in any manner that involves a substantial conflict between their personal and/or private interest and their duties in KPR.
- Using their position or office to obtain financial gain for themselves or any member of their family.
- Using or attempting to use their official position to secure or create privileges, exemptions, advantages, or treatment for themselves or others in derogation of the interest of KPR at large.

All leaders should employ all means available to avoid all conduct that might in any way lead the general public to conclude they are using their official position to further their personal or private interest.

Section 4. Code of Ethics Affirmation. The Code of Ethics of the Kentucky Public Retirees, Inc., is created to establish the ethical standards that govern the conduct of all who serve Kentucky Public Retirees, Inc. It is intended to promote public confidence in the leaders who serve the membership. The provisions of the KPR State Bylaws and Policies and Procedures shall apply to KPR members chosen to serve in a leadership capacity.

As provided in the chart "KPR Leaders' Swearing-in and Code of Ethics Information," KPR leaders shall sign the KPR Code of Ethics adapted form, a statement that they have read the terms and conditions of the Code of Ethics and agree to abide by it. (See "Exhibits.")

Section 5. Meetings. All meetings shall be public, although permission to speak to the Board by those not a voting member of the Board must be granted in advance of the meeting by the President.

Section 6. Ethics Complaints Investigation. Upon receiving a complaint signed by any person, or upon its own motion, the State Board shall conduct or cause to be conducted a preliminary investigation of any alleged violation of the Code of Ethics. All proceedings and records relating to a preliminary investigation shall be held in the strictest of confidence until final determination is made by the State Board.

100 If the findings of the preliminary investigation are not sufficient to support the complaint, the
102 investigation shall be immediately terminated and the complainant and the person against whom
the allegation was made shall be notified in writing of the results.

104 If the findings of the preliminary investigation reveal that there is probable cause to
106 believe there has been a violation of the Code of Ethics, the State Board may, in writing,
reprimand the alleged violator or remove the member from the office or position she/he holds.

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