



CODE OF ETHICS

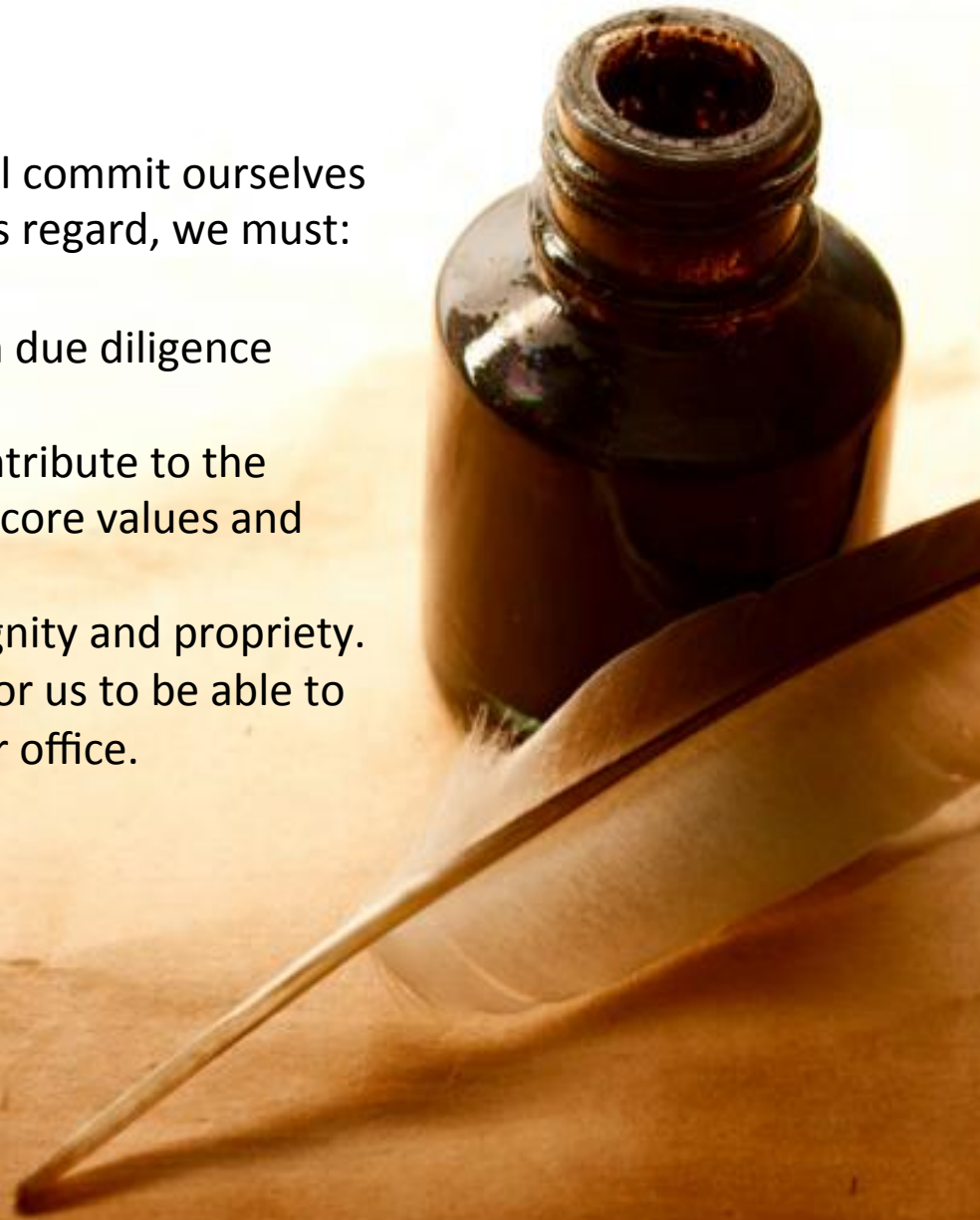
PREAMBLE

**We, the employees of the
Parole and Probation Administration,
in order to establish a
just and humane correctional system,
implore the aid of Almighty God,
to effectively foster the rehabilitation and
reformation programs of the Agency and
uphold the mission-vision to provide excellent
performance, exude professionalism
and accountability towards
achievement of defined goals,
decree this Code of Ethics.**

CANON 1:

As Probation and Parole Employees we shall commit ourselves to provide excellent **PERFORMANCE**. In this regard, we must:

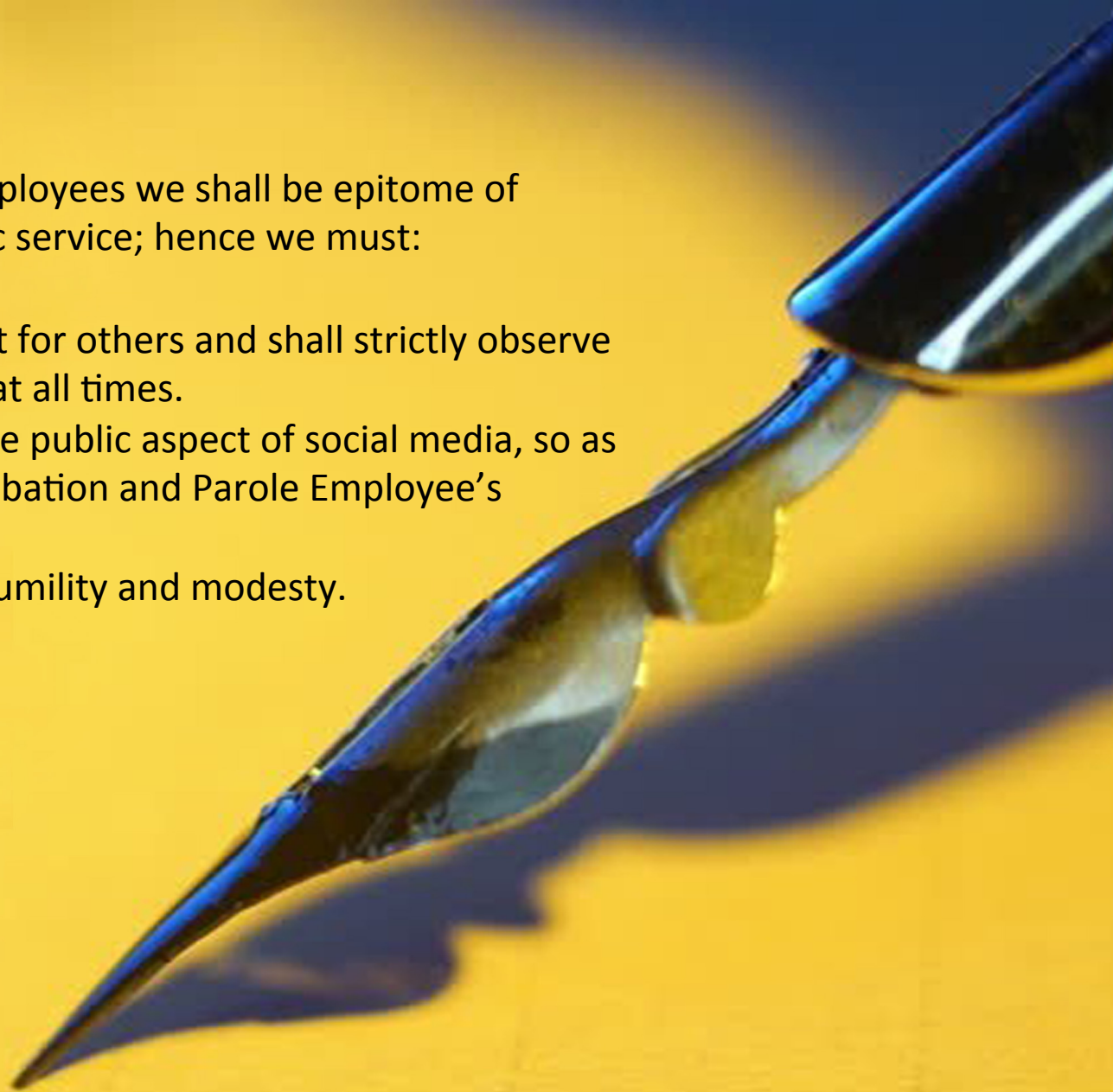
- 1.1 Commit ourselves to work willingly with due diligence and prudence.
- 1.2 Possess the competencies that shall contribute to the achievement of the Agency's mandate, core values and delivery of excellent service.
- 1.3 Responsibly perform our duties with dignity and propriety.
- 1.4 Strive to be physically and mentally fit for us to be able to efficiently carry-out the functions of our office.



CANON 2:

As Probation and Parole Employees we shall be epitome of ***PROFESSIONALISM*** in public service; hence we must:

- 2.1 Act with highest respect for others and shall strictly observe the necessary protocol at all times.
- 2.2 Always be mindful of the public aspect of social media, so as not to run afoul of a Probation and Parole Employee's ethical obligations.
- 2.3 Practice the virtues of humility and modesty.



CANON 3:

As Probation and Parole Employees we shall devote ourselves to practice the virtue of **ACCOUNTABILITY** in our functions in the interest of genuine public service. Thus, we must:

- 3.1 Act with utmost honesty and accountability for public interest.
- 3.2 Act responsibly to uphold the integrity of our vocation.
- 3.3 Use our positions for official business and not to further private interests or those of others.
- 3.4 Adhere to high standards of morality and decency and shall set good examples for clients to follow.
- 3.5 Use appropriate language, speech and gestures and shall engage in proper conduct.
- 3.6 Keep in confidence all matters pertaining/relating to our clients.

