

# **Personal Code of Ethics – IT Supervisor**

As an IT Supervisor, I am committed to upholding the highest standards of professional conduct. The following principles define how I lead my team, interact with stakeholders, and support organizational success.

## **1. Transparency**

I will communicate clearly, honestly, and openly with my team and leadership. Whether addressing project timelines, setbacks, or performance, I will ensure that all stakeholders have access to accurate and timely information.

## **2. Accountability**

I take full responsibility for my decisions and actions. I will hold myself and my team to high standards, recognizing both achievements and areas needing improvement. When mistakes occur, I will address them promptly and constructively.

## **3. Respect**

Every team member deserves to be treated with dignity and consideration. I will foster a culture of inclusion, active listening, and mutual support, ensuring that diverse perspectives are heard and valued.

## **4. Data Privacy and Security**

I will safeguard confidential information and ensure compliance with all company and legal data policies. Sensitive user data, team information, and system access will be handled with the highest level of integrity and care.

## **5. Non-Discrimination**

I will promote fairness in hiring, team assignments, and evaluations. Discrimination based on race, gender, age, religion, disability, or background will not be tolerated under my leadership.

## **6. Continuous Improvement**

I believe in the importance of learning and growing. I will encourage my team to pursue skill development and will lead by example through ongoing training and adaptation to emerging technologies and workplace trends.