

**Town of Mashpee
Board of Selectmen**

Policy No: 25

**Town Employees and Appointed Officials
Reporting of Misconduct/Wrongdoing**

PURPOSE

This policy is designated to provide guidelines for Town employees, department heads, and appointed officials to ensure that employee speech does not unnecessarily harm, in any way, legitimate misconduct enforcement efforts. **The procedures set forth below** are determined to be necessary to protect the integrity of the Town of Mashpee, and to ensure that efficient and effective municipal services are delivered to the community. Employees and appointed officials contemplating the reporting of misconduct activity as defined herein should carefully review **the procedures mentioned below.**

POLICY

The Town of Mashpee, MA and its Board of Selectmen recognize that Town employees and appointed officials are entrusted with special responsibilities, and that they must conduct themselves in a highly professional and ethical manner. Further, it is recognized that employees and elected officials enjoy constitutional protection to engage in reasonable speech activity including speaking out and reporting any incidents that may affect public policy.

It will be the policy of the Town of Mashpee, MA to provide special protection and guidance to employees who report work-related misconduct committed by others as outlined in the reporting procedures contained herein. Moreover, this policy is intended to ensure that municipal managerial prerogative and discipline of employee(s) for misconduct, as herein mentioned, is accomplished legally and in a fair and consistent manner.

Town employees and appointed officials are encouraged to report misconduct as defined herein in a timely, responsible, and productive manner.

DEFINITIONS

Misconduct in Office – Any unlawful behavior or wrongful conduct that affects, interrupts, or interferes with the proper performance of an employee or town official in relation to the duties of office.

Criminal Wrongdoing – A violation(s) of the Criminal Code of the Commonwealth, Mashpee Code, or the Criminal Code of the United States of America.

Unethical Conduct/Conflict of Interest – A violation of M.G.L. General Chapter 268A or 268B and any regulation made pursuant thereto; violation of professional standards of conduct, code of ethics or canon of ethics of a professional association applicable to the employee or town official in question.

***Adopted by the
Mashpee Board of Selectmen***