

	<p align="center"><b>Policy Number</b> <b>2-2017</b></p>
<p align="center"><b>Administrative Policy</b>  CODE OF CONDUCT POLICY</p>	<p><b>Issued:</b> August 17, 2017 <b>Revised:</b> April 17, 2019</p>

## I. Background

The Executive Committee is vested with the power to act on behalf of the Interstate Commission during periods when the Commission is not in session. This policy applies to signatory states to the Interstate Compact on Educational Opportunity for Military Children and Commissioners or designees officially appointed to represent those states at the annual business meeting.

## II. Introduction

The Interstate Commission on Educational Opportunity for Military Children (“MIC3”) is comprised of one Commissioner from each of the 50-states and Washington, D.C. Created by the enactment of the Compact by the member states, the Commission affords great deference to its member states in selecting Commissioners to represent them. The Commission’s Policy on the Code of Conduct was implemented to ensure transparency, accountability, and integrity among all members of the Commission.

## III. Commissioner Code of Conduct

This Code of Conduct has been adopted to foster harmonious relations among Commissioners, and to engender the respect and confidence of members and the entire MIC3 community.

- A. Commissioners should perform their duties honestly, in good faith, and with a reasonable amount of diligence and care.
- B. Commissioners should act in the overall best interests of the organization, its member states, and the general MIC3 community.
- C. Commissioners should conduct themselves at all times in a manner that does credit to the organization and the state they represent.
- D. No Commissioner shall engage in criminal or disgraceful conduct prejudicial to the Commission, any other Commissioner or any other state.

#### **IV. Code of Conduct Form**

All Commissioners are required to complete a Code of Conduct Form which must be submitted to the Executive Director by January 31st of each year, regardless of whether there have been any changes in status from the previous year. If a Commissioner is appointed after January 31st, a completed form must be submitted within six weeks following the appointment.

#### **V. Notification to State Appointing Authority**

The Commission may notify the appropriate appointing authority in the home state of the Commissioner regarding any concerns it may have with respect to the conduct of said Commissioner, such as:

- A. The Commissioner or Designee has been found in violation of criminal or civil state or federal statute or regulation pertaining to the administration of their duties under the Compact; or has engaged in disgraceful conduct prejudicial to the Commission, any other Commissioner or any other state.

Removal of a Commissioner from their position as a representative of a member state shall be at the sole discretion of the appointing authority of that state.



**Code of Conduct Form**

*Commissioners appointed by the states are responsible for upholding the integrity of the Commission and its member states. No Commissioner shall engage in conduct prejudicial to the Commission, any other Commissioner or any other state. The Executive Committee shall have the sole authority to consider allegations of breaches of this code, including appeals from Commissioners alleged to be in violation herewith. In the case of a breach, the Executive Committee may direct the Chair to notify the appropriate appointing authority in the Commissioner's home state.*

*I, \_\_\_\_\_, Commissioner or Designee for the State of \_\_\_\_\_, hereby swear or affirm that I have read and understand the MIC3 Commission Code of Conduct and will comply with said policy in all matters pertaining to my duties and obligations as a Commissioner, or Officer of the Commission.*

\_\_\_\_\_  
*Commissioner*

*State of* \_\_\_\_\_

*Dated this* \_\_\_\_ *day of* \_\_\_\_\_, 20\_\_.