



King County

Department of Executive Services
Ethics Program

To ensure the public's trust and confidence in all county transactions, the Code of Ethics clearly sets out reasonable restrictions on what officials and employees may and may not do after leaving county employment or service.

Generally, these provisions require that, for one year after leaving county employment, a former county employee may not work as a contractor or subcontractor on any county action in which the former county employee participated or had responsibilities while a county employee. "Participate" is a defined term in the ethics code and it includes approval, disapproval, decision, recommendation, rendering of advice, or investigation related to a particular county transaction. (KCC 3.04.017J) Former county employees may, of course, return to work as a county employee at any time in accordance with standard, county hiring policies.

The following information is a summary of the Code of Ethics provisions related to post-employment. It is **not** a substitute for reading the full code. For the full text of the code, visit www.kingcounty.gov/ethics, call 206-263-7821, or email program.ethics@kingcounty.gov.

- "Former county employees should engage in transactions with the county consistent with the highest level of ethical conduct. It is essential that former county employees and the county maintain public confidence and ensure fair dealings with all persons by the county. A former county employee should not act, or appear to act, in such a manner as to take improper advantage of the former county employee's previous office or position with the county. A former county employee should not request or otherwise seek special consideration, treatment or advantage beyond that which is available to every other person. A former county employee should avoid circumstances in which it appears, or to a reasonable person might appear, that the former county employee is requesting or otherwise seeking special consideration, treatment or advantage." (KCC 3.04.015C)
- For one year after leaving county employment, a former county employee may not have a financial or beneficial interest in a contract or grant that was planned, authorized or funded by a county action in which the former county employee participated during county employment. (KCC 3.04.035B)
- For one year after leaving county employment, a former county employee may not assist a person, whether or not for compensation, in any county action in which the former county employee participated during county employment. This subsection does not prohibit a former county employee from rendering assistance to county employees in the course of employee organization business. (KCC 3.04.035C)
- For one year after leaving county employment, a former employee must disclose his or her past county employment before participation in any county action. The disclosure shall be made in writing to the department considering or taking the

county action on which the former employee is or would be participating. (KCC 3.04.035D)

- A former county employee may not, for the personal benefit of the former employee or a member of the former employee's immediate family, disclose or use any privileged or proprietary information gained by reason of the former employee's county employment unless the information is a matter of public knowledge or is available to the public on request. (KCC 3.04.035E)
- This section does not prohibit a former county employee from accepting future employment with the county at any time, including employment with his or her former department. (KCC 3.04.035H1)
- Except as otherwise provided in this section, a former county employee is not prohibited from appearing before the county or seeking a county action on his or her own behalf to the same extent other persons may appear before or seek actions by the county. (KCC 3.04.035H2)