

## **Georgia Library Public Information Network for Electronic Services**

### **The PINES' Code of Ethics**

Organization: Georgia PINES  
Date: November 10, 1999  
Resources: Georgia Code 21-5-1  
Georgia Canons of Ethics  
ALA Statement on Professional Ethics 1975, 1988, 1995

**Code:**

I acknowledge that I have an obligation to the Georgia PINES Project:

- I shall not violate the privacy and confidentiality of information entrusted to me or to which I may gain access, including a patron's private information or reading records. A patron's personal information, history, or records will not be provided to anyone without legal authorization. Further, I agree to take appropriate action in regard to any illegal or unethical practices that come to my attention.
- I shall not use knowledge of a confidential nature to further my personal interests or for personal gain.
- I have an obligation to the PINES Project to use equipment and software only for the purposes intended.
- I shall keep my personal skills and knowledge up-to-date and insure that proper expertise is available to the public as needed.
- I will share my knowledge by participating on PINES Committees; I will recommend policies and procedures to improve service delivery in accordance with the participation agreement
- I shall accept full responsibility for the work I perform.
- I shall cooperate with other PINES members, treating them with honesty and respect.
- I will avoid conflict of interest and insure that the appropriate PINES management is aware of any potential conflicts.
- I will not exploit the weakness of a computer system for personal gain or personal satisfaction.

Signed \_\_\_\_\_

Library System \_\_\_\_\_

Date \_\_\_\_\_