Portland Neighborhood Emergency Team (NET) Program Code of Conduct

In a disaster it is quite common for people to come together for help and comfort. The Neighborhood Emergency Team (NET) Program prepares neighborhoods for self-sufficiency during a disaster by providing individuals with information and training related to emergency preparedness, response, and recovery. By preparing in advance, trained NET members are able to help themselves, and their families, friends and neighbors recover as quickly as possible after a disaster.

In order to accomplish their mission, volunteers in the NET program must be committed to the values of **personal responsibility**, **respect** and **safety** embodied in this NET code of conduct.

PERSONAL RESPONSIBILITY

When an emergency occurs, my first responsibility is to ensure my own safety and the safety of my family.

I must be officially deployed and assigned to work in an official capacity by the NET Program Coordinator or designee. If a large-scale event has caused a communications failure, I will follow the Standard Operating Procedure for NET activation.

I understand that NET ID cards, vests and hard hats shall only be worn during official NET activities which include, but are not limited to, activations, trainings, meetings and special events.

When responding to a disaster as a NET member, I will stay within the scope of the training received under the Federal Emergency Management Agency's (FEMA's) Community Emergency Response Team curriculum.

I will conduct myself in a manner to avoid the appearance of impropriety. Conduct that could appear dishonest to a reasonable observer will undermine the NET program's credibility even if the conduct is not illegal.

I will not represent myself in a capacity that exceeds my status in the NET program.

_____Initial

Unless approved by the Director of the Portland Bureau of Emergency Management (PBEM), I will not use or authorize the use of the name, emblem, endorsement, services or property of the NET program for the purpose of obtaining a benefit or advantage for any person or organization, including the NET program. I will not contact organizations or individuals to solicit funds on behalf of the NET program unless I have been given permission.

I will keep my NET team leader and NET Program Coordinator informed of progress, concerns and problems with assigned tasks.

I will accept feedback from NET team leaders and City staff in order to do the best job possible.

RESPECT

I will treat fellow NET members, team leaders, City employees and individuals I serve with dignity, respect and courtesy. I will take steps to quell profane, abusive, demeaning, belittling or harassing interactions or communications with others.

I will not engage in destructive or demoralizing criticism about individual NET Program members or PBEM in public forums and on the Internet including social media

I will confer with and obtain the consent of the NET Program Coordinator prior to making public statements about the NET program or NET members or engaging in lobbying efforts on behalf of the NET program. I will direct anyone who is looking for official statements concerning the NET program to the NET Coordinator.

NET members sometimes have access to non-public information which is sensitive, private, personal, or confidential. The disclosure of some kinds of personal information is strictly prohibited by law, such as a person's name in combination with a social security number. Other information is considered private, such as the contact information of a fellow volunteer, or confidential, such as public safety plans. I will safeguard all such information from improper disclosure.

I will make a personal commitment to be nonjudgmental about cultural differences and refrain from engaging in conversations about my political, cultural or religious beliefs.

_____Initial

SAFETY

I will not participate in NET activities while I am under the influence of intoxicants and will not use or possess intoxicants while attending NET activities.NET activities include but are not limited to activations, trainings, meetings and special events.

I will not bring guns, knives, sticks or other weapons to NET activities even if my possession of them would not be unlawful. (Lock blade pocket knives or fixed blade knives under 6 inches may be carried). NET activities include but are not limited to activations, trainings, meetings and special events

All active NETs must pass a criminal background check. During my service in NET, I will immediately notify the NET Program Coordinator if I am convicted of any crimes or subject to an active restraining order.

I will engage only in activities that are consistent with my physical capabilities and will not take risks that could cause injury to myself or others.

In return for my compliance with the NET code of conduct, I can expect to:

- Be treated with respect and courtesy by all NET members, NET team leaders, the NET Program Coordinator and other PBEM staff.
- Be provided with a safe atmosphere in which to volunteer.
- Be provided with necessary training opportunities.
- Be provided support, guidance and assistance in order to promote and advance the NET program and community resiliency.
- Be appreciated for your contributions to the NET program and the PBEM.

I, _____,
(printed name)

do hereby certify that I have read, understand and agree to comply with the NET code of conduct as it is set forth. I understand that failure on my part to comply with any program rules, procedures and guidance documents or the volunteer agreement could result in the termination of my volunteer service as a NET member. I further understand that if I am removed from service, it is my responsibility to return all issued equipment and materials that I have received from the NET program. If I fail or refuse to return the equipment or materials, I agree to pay the cost to replace any items not returned.

_____	_____	_____
Member Signature	NET Program Coordinator/Designee	Date