



### **Enhanced Ethics Policy for Norwich Public Utilities:**

In response to concerns raised by the public, the Norwich City Council and the NPU Board, we are placing a stronger emphasis on training and education on the City's Ethics Policy.

Every NPU employee and Board member has completed a new Ethics Training Course which included an overview of the City's policy and real-life scenarios to provide additional discussion and evaluation of how the policy is implemented.

This training will be provided to all employees and Board members every two years; we are also communicating with all NPU vendors to reinforce NPU's ethics and gift policy.

Finally, we have established the *NPU Ethics Helpline* which provides an outlet for employees and the public to ask questions and raise concerns regarding the conduct of NPU employees and Board members.

**The NPU Ethics Helpline can be contacted – anonymously – at 860.823.4560 or [npuethics@npumail.com](mailto:npuethics@npumail.com) and is available 24 hours a day, 7 days a week.**

Per the City of Norwich Ethics Policy, **NPU employees cannot:**

- Accept a gift from anyone doing – or even potentially doing – business with NPU that has a value of more than \$50. This includes customers, vendors, businesses, sales people, etc.
- Use any NPU equipment, materials or vehicles for their benefit outside of work; this also applies to family members and friends.

If you see something that you think might be a violation of the City's Ethics Code, call *the NPU Ethics Helpline*, which is an anonymous way to report your concerns.