

## **TSA Code of Ethics Policy**

1. Tampa Sports Authority representatives must act in a completely trustworthy manner and avoid even the appearance of a conflict of interest if they are to gain and keep public confidence. In addition, Florida Statute 112.313 establishes a mandatory Code of Conduct for public officers and employees. Employees should contact Tampa Sports Authority's Administration Department if they have any questions whatsoever about the propriety of any contemplated action.
2. No Authority representative shall solicit or accept anything of value to the recipient such as a gift (including Christmas gifts), favors, loans, rewards, promises of future employment, preferred service, benefit, or concession that would reasonably tend to improperly influence him or her in the discharge of their official duties or give the appearance of improperly influencing him or her.
3. No Authority representative shall use or attempt to use his or her position, or any property or resource under their care or trust, or perform their duties to secure special privileges, benefits, or exemptions for themselves or others, except as may be provided by policy and/or law.
4. No Authority representative shall accept employment or engage in any business or professional activity which he or she might reasonably expect would require or induce them to disclose confidential information acquired by them by reason of their official position.
5. No Authority representative shall disclose or use information not available to members of the general public and gained by reason of his or her official position for their personal gain or benefit or the personal gain or benefit of any other person or business entity. This includes but is not limited to emails, correspondence, personnel files, HR files, payroll records, etc.
6. No Authority representative shall transact, or solicit to transact, any business in his or her official capacity with any business entity of which either they, their spouse, or their child is an officer, director, agent, or member, or in which either they, their spouse, or their child owns a financial interest, or otherwise has any material interest therein, nor shall an employee, acting in a private capacity, transact or solicit to transact any business with Tampa Sports Authority or its various departments.
7. No Authority representative shall have personal investments in any enterprise which would reasonably create a conflict between his or her private interests and the public interest.
8. No Authority representative, their spouse, or their minor child shall, at any time, accept any compensation, or payment when such employee knows or, with the exercise of reasonable judgment should know, that it was given to influence a vote or other action in which the employee was expected to participate in their official capacity.
9. No Authority representative shall have or hold any employment or contractual relationship with any business entity or agency which is subject to the regulation of any part of Tampa Sports Authority in which the employee has authority or responsibility.
10. No Authority representative shall have or hold any employment or contractual relationship that will create any nature of conflict between his or her personal interests and the performance of his or her duties, or that would in any way impede the full and faithful discharge of their duties.
11. No Authority representative shall have any interest, financial or otherwise, in any business transaction or professional activity which is in conflict with the proper discharge of his or her duties in the public interest.

12. Authority board members and the President/CEO are required to file financial disclosure forms under State law. Where required, employees are required to file such disclosure forms in a timely and accurate manner.

13. Managers and supervisors shall not engage in any kind of financial transaction with a subordinate, whether at or away from work. This includes both borrowing and lending money, buying or selling vehicles or other personal property, renting apartments or homes, employing a subordinate to perform work not related to the Company's business either during or after work hours, etc. Any exception to this rule must be approved in writing in advance by the President/CEO.

14. Any board member or employee who is uncertain about the propriety of either accepting an offered gift or entering into a contemplated business investment or relationship should contact the Authority's President/CEO or General Counsel for guidance. Alternatively, employees may document the full circumstances of the action being contemplated and request a formal opinion from the State of Florida Commission on Ethics in Tallahassee, Florida. In such cases, copies of the request and resulting opinion(s) should be provided to the employee's department director and President/CEO prior to engaging in the activity in question.