

**TITLE:** Ethics & Statements  
**POLICY NUMBER:** 330  
**EFFECTIVE DATE:** 1/24/2024  
**REVIEW DATE:** 1/24/2026  
**SUPERSEDES:** 3/16/2022



## Article 1: Purpose

The Waukegan Public Library ascribes to the ALA Code of Ethics Library Bill of Rights and Freedom to Read/Freedom to View Statements.

## Article 2: Objective

The staff of the Waukegan Public Library significantly influence and control the selection, organization, preservation, and dissemination of information. In a political system grounded in an informed citizenry, we are members of a profession explicitly committed to intellectual freedom and the freedom of access to information. We have a special obligation to ensure the free flow of information and ideas to present and future generations.

## Article 3: Code of Ethics

The principles of this Code are expressed in broad statements to guide ethical decision making. These statements provide a framework; they cannot and do not dictate conduct to cover particular situations.

### Section 3.01

We provide the highest level of service to all library users through appropriate and usefully organized resources; equitable service policies; equitable access; and accurate, unbiased, and courteous responses to all requests.

### Section 3.02

We uphold the principles of intellectual freedom and resist all efforts to censor library resources, and believe that materials should not be proscribed or removed because of partisan or doctrinal disapproval.

### Section 3.03

We protect each library user's right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired or transmitted.

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### Section 3.05

We respect intellectual property rights and advocate balance between the interests of information users and rights holders.

#### Section 3.06

We treat co-workers and other colleagues with respect, fairness, and good faith, and advocate conditions of employment that safeguard the rights and welfare of all employees of our institutions.

#### Section 3.07

We do not advance private interests at the expense of library users, colleagues, or our employing institutions, including engaging in activities that are a conflict of interest or provide individual monetary gain at the library's expense.

#### Section 3.08

We distinguish between our personal convictions and professional duties and do not allow our personal beliefs to interfere with fair representation of the aims of our institutions or the provision of access to their information resources.

#### Section 3.09

We strive for excellence in the profession by maintaining and enhancing our own knowledge and skills, by encouraging the professional development of co-workers, and by fostering the aspirations of potential members of the profession.

#### Section 3.10

We affirm the inherent dignity and rights of every person. We work to recognize and dismantle systemic and individual biases; confront inequity and oppression; enhance diversity and inclusion; and advance racial and social justice in our libraries, communities, profession, and associations through awareness, advocacy, education, collaboration, services, and allocation of resources and spaces.

### **Article 4: Citations and Related References**

American Library Association Code of Ethics, Library Bill of Rights, Freedom to Read & Freedom to View Statements

Policies that are required by statute are automatically amended to reflect any changes in said statute. By the enactment of this policy, the Board of Trustees of the Waukegan Public Library concurrently rescinds any prior policy or procedure within the Library that is either in conflict with or expansive of the matters addressed in this policy.

Adopted by the Waukegan Public Library Board of Trustees

Date: 1/24/24