



Mark Israelson
City Manager

Business Ethics



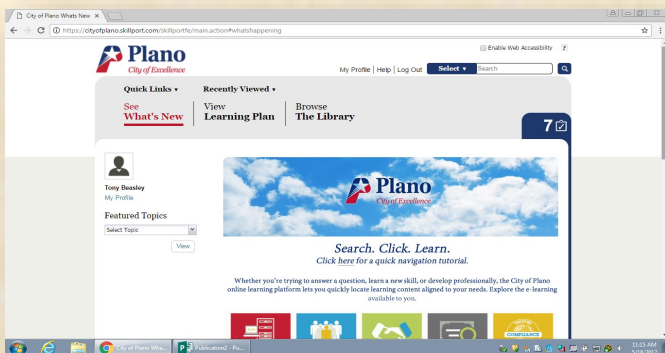
At the City of Plano, we are proud of a long-standing legacy of excellence, built on customer service, sound ethics, and integrity. To reflect this legacy of excellence to our external customers, we must maintain a high level of excellence internally. Our commitment to ethical and transparent business practices must be demonstrated in every action. The manner in which we conduct business each day represents the foundation for our daily business practices. It is my expectation that we will all continue to use good judgment and common sense, and seek advice when we are uncertain. Please take a moment to review the City's Employee Policies and Procedures on "Ethics/Standards of Conduct" (200.001).

In addition to reviewing the Ethics policy, I am requiring all employees to successfully complete the Skillsoft "Business Ethics" online course by January 31, 2020.

Consult with your direct supervisor or Human Resources if you have any questions. As always, your hard work and dedication are much appreciated.

Log in at: <https://cityofplano.skillport.com>

1. SkillSoft Homepage after logging in.

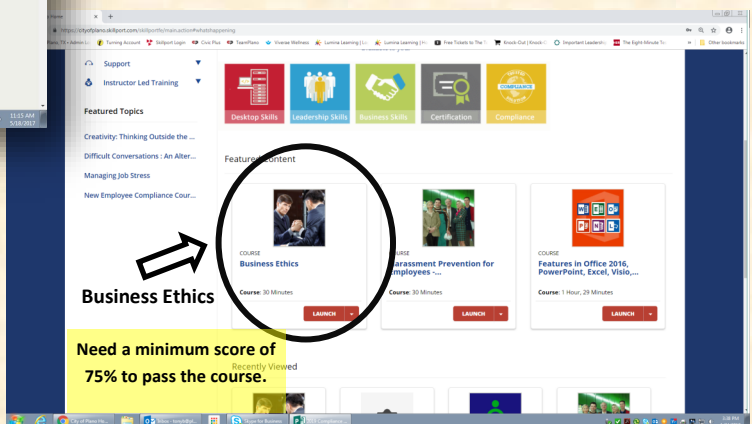


To log in:

The Employee ID is your 5 digit Employee ID. If you have not changed your original password, the Password is the first 3 letters of your LAST name (in CAPS) and the LAST 4 digits of your Social Security #.



2. Scroll down on the SkillSoft Homepage.



Questions or issues? Tony Beasley at (972) 941-7339 or tonyb@plano.gov