

Little River Band of Ottawa Indians

375 River Street
Manistee, MI 49660
(231) 723-8288

Resolution # 03-0709-195

Approval of Code of Ethics and Work Rules Forms, and Confidentiality Agreement to Be Signed by All Current Employees and Required to be Signed by New Employees

WHEREAS, the status of the *Gaá Čhíng Ziibi Daáwaa Aníshinaábek* (Little River Band of Ottawa Indians) as a sovereign and Treaty-making power is confirmed in numerous treaties, from agreements with the initial colonial powers on this land, to various treaties with the United States; and

WHEREAS, the Little River Band of Ottawa Indians (Tribe) is descended from, and is the political successor to, the Grand River Ottawa Bands, signatories of the 1836 Treaty of Washington (7 Stat. 491) with the United States, as reaffirmed by federal law in P.L. 103-324, enacted in 1994; and

WHEREAS, the Tribe adopted a new Constitution, pursuant to a vote of the membership on May 27, 1998, which Constitution became effective upon its approval by the Assistant Secretary-Indian Affairs on July 10, 1998; and

WHEREAS, the Tribal Council is authorized under Article IV, Section 7(a) to provide for the public health, peace, morals, education and general welfare of the Little River Band and its members; and

WHEREAS, the Tribal Council approved the Government Operations Personnel Manual (*Personnel Manual*) by resolution # 02-0807-02 which set forth the employment procedures of the Tribe which has been received by all employees; and

WHEREAS, the Personnel Manual contains a Code of Ethics and Work Rules which all employees have acknowledged receipt of by accepting the Personnel Manual; and

WHEREAS, the Tribal Council has identified that in light of the recent actions experienced by the Tribe through audits, investigations, and other issues brought to the attention of the Tribal Council, each employee should be required to sign an acknowledgment that he or she has received, read and understood the Code of Ethics and Work Rules as set forth in Section 9.1 of the Personnel Manual; and

WHEREAS, the Tribal Council, in reviewing the Personnel Manual, has determined that insufficient policies regarding confidentiality exist within the document and that a Confidentiality Agreement should be signed by all current employees and required to be signed by new employees; and

WHEREAS, the Tribal Council has developed a Confidentiality Agreement which identifies that every employee has a responsibility to maintain the confidence of the Tribe regarding the information that they may receive in the course of their employment;

NOW THEREFORE IT IS RESOLVED THAT the Tribal Council of the Little River Band of Ottawa Indians hereby approves the Code of Ethics and Work Rules Agreement form.

IT IS FURTHER RESOLVED THAT the Tribal Council hereby approves the Confidentiality and Non-Disclosure Agreement form.

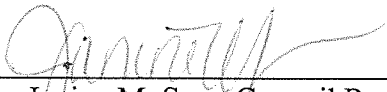
IT IS FURTHER RESOLVED THAT the Tribal Council directs the Human Resource Department -

1. to obtain signed forms from every employee of the Tribe within 30 days of adoption of this resolution.
2. to report to the Ogema on the completion of this direction at the conclusion of the 30 day period.
3. to require this form to be signed by all new employees being hired after adoption of this resolution.

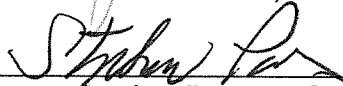
IT IS FINALLY RESOLVED THAT the Tribal Council directs that any employee failing to have signed forms to the Human Resource Department within the 30 day deadline shall be suspended without pay until such time as the forms are submitted, and that failure to submit the form within 14 days of the suspension shall result in termination.

CERTIFICATE OF ADOPTION

I do hereby certify that the foregoing resolution was duly presented and adopted by the Tribal Council with 8 FOR, 0 AGAINST, 0 ABSTAINING, and 1 ABSENT, at a Regular Session of the Little River Band of Ottawa Indians Tribal Council held on July 9, 2003, at the Little River Band's Community Center in Manistee, Michigan, with a quorum being present for such vote.



Janine M. Sam, Council Recorder



Stephen Parsons, Council Speaker

Attest: