

ESSEX POLICE DEPARTMENT

Department Directive



Date Issued: May 22, 2000 March 10, 2008	Number: 1.1.2
CODE OF CONDUCT Class 2	<input type="checkbox"/> New <input type="checkbox"/> Amends <input checked="" type="checkbox"/> Rescinds
Authorized Signature: _____ <i>Rick P. [unclear]</i>	Chief of Police
<i>This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.</i>	
Date Implemented: <i>3/10/2008</i>	Review Date: <i>03/31/2021</i>

1.0 ABUSE OF AUTHORITY

1.1 No member shall abuse the authority of his/her position.

2.0 ASSOCIATIONS

2.1 Except in the performance of duty or when unavoidable, no member shall regularly or continuously associate, affiliate, or deal with persons whom he/she knows are under criminal investigation or indictment or have a reputation in the community or the Department for criminal behavior or conduct.

3.0 CONDUCT

3.1 Members shall conduct themselves with propriety and dignity at all times, both on and off duty. No member shall conduct himself/herself in a manner which is unbecoming to an Essex Police Officer. Conduct unbecoming an officer is that type of conduct which could reasonably be expected to damage or destroy public respect for or confidence in members of the Department or which impairs the operation or efficiency of the Department or the ability of a member to perform his/her duty. Conduct which violates any policy may constitute conduct unbecoming.

4.0 CRIMINAL CONDUCT- MISDEMEANOR

4.1 Members shall obey and abide by the laws of the United States, the State of Vermont, and any state or local jurisdiction in which they are present. Members shall not commit any violation of law which by definition of statute is a misdemeanor under any jurisdiction.

5.0 BIASED EXPRESSION

5.1 In dealings with the general public, members shall refrain from expressing any bias or prejudice concerning race, religion, politics, national origin, gender, life style or sexual orientation.

6.0 DISSEMINATION OF INFORMATION

6.1 Members shall treat the official business of the Department as confidential and shall not disseminate information concerning official business except in accordance with law and established Department procedures. Members may remove or copy official records or reports only in accordance with law and established Department procedures.

7.0 FALSE STATEMENTS

7.1 In preparing and making administrative reports a member shall not knowingly enter or cause to be entered any inaccurate, false, or improper information, knowingly misrepresent or cause to be misrepresented any material information, or knowingly withhold or cause to be withheld any material information.

8.0 GIFTS

8.1 No member shall accept from any person or organization any gift, including money, tangible or intangible property, food, beverage, loan, promise, service, or entertainment, if any inference could be drawn that the person or organization seeks to influence action of an official nature, seeks to affect the performance or non-performance of an official duty, or has an interest which may be substantially affected directly or indirectly by the performance or non-performance of an official duty.

9.0 INTERFERENCE

9.1 A member shall not knowingly interfere with a case assigned to or being handled by another member or another governmental agency without the consent of the other member or other governmental agency unless ordered to intervene by a Commanding Officer or unless he/she believes that a manifest injustice would result from failure to take immediate action.

10.0 MEMBERSHIP IN ORGANIZATIONS

10.1 Except in the performance of duty, no member shall join or become a member of any organization or society which advocates, promotes, plans, or effects the destruction of property, the infliction of personal injury, or the overthrow of or interference with any lawfully constituted government in the United States.

11.0 OBEDIENCE TO ORDERS

11.1 A member shall promptly obey and execute each and every lawful order issued to him/her, whether verbal or written, by a superior or supervisor, including orders relayed to the member by another. A member may not obey any order which he/she knows or should know would require him/her to commit an illegal act. A member who is given an otherwise lawful order which is in conflict with a Department directive or a lawful order previously issued to him/her shall inform the superior or supervisor issuing the order of the conflict. If the superior or supervisor issuing the conflicting order does not alter or retract the same, the member shall obey that order and shall not be held responsible for disobedience of the Department directive or previously issued order.

12.0 POLITICAL ACTIVITY

12.1 No member shall knowingly engage in any political activity that would be in violation of any federal or state law or regulation.

13.0 RESIDENCE

13.1 All members of this Department shall reside within the State of Vermont.

14.0 RESPONSIBILITY

14.1 No member shall intentionally avoid the responsibilities of his/her position.

14.2 Officers involved in professional encounters with officers from this or any other policing agency shall immediately notify an on-duty supervisor. In the event there is no on duty supervisor, an officer shall inform an on-call supervisor by the end of their tour of duty. The supervisor shall inform the Chief of Police, or his/her designee, of the situation as soon as practical.

(I) Professional Encounter is defined as a situation where reasonable suspicion and/or probable cause exist for an officer to believe that another officer has committed a criminal violation.

- 14.3 Supervisory personnel are responsible for ensuring that employees under their supervision conduct themselves in accordance with Department Rules and Regulations, when such conduct is reasonably under the immediate control and direction of the supervisor.
- 15.0 REWARDS
- 15.1 A member shall not solicit or accept a reward for the recovery of property or apprehension of a person.
- 16.0 SOLICITING PERSONAL ADVANCEMENT
- 16.1 A member shall not request, use, or attempt to use the aid of any person or organization outside of the Department to gain promotion, or change of duty for himself/herself or another member, except as expressly authorized by Department Rules and Regulations.
- 17.0 SPECIAL PRIVILEGES
- 17.1 A member shall not use his/her official position or identification for securing personal or financial gain, for obtaining privileges not otherwise available to him/her, or for avoiding consequences of illegal acts.
- 17.2 A member shall not lend to any other person his/her official identification and shall not issue any other person any card, button, badge, device, or statement which appears to grant to the person holding or receiving the same any special privileges or consideration.
- 18.0 USE AND MAINTENANCE OF DEPARTMENT PROPERTY AND EQUIPMENT
- 18.1 Members shall operate Department issued motor vehicles in a careful and prudent manner; at all times operating with due regard for the safety of all persons. Members shall not allow the operation or use of department vehicles by non-department members without authorization from the Division Commander.
- 18.2 Members shall not allow the use of, or loan any departmental equipment or supplies to non-departmental members without authorization from the Division Commander. Only in a situation where a member is incapacitated due to injuries from a confrontation may he/she give up his/her firearm for use by a non-departmental member.
- 19.0 USE OF ALCOHOL OFF DUTY
- 19.1 Members shall not consume alcoholic beverages while in uniform or on duty except in the performance of duty.

19.2 While off duty, members shall refrain from consuming alcoholic beverages to such an extent that such consumption discredits them or the Department or to such an extent that such consumption renders them unfit to report for their next regular tour of duty.

20.0 VIOLATION OF RULES

20.1 Members shall not commit or deliberately omit any act which constitutes a violation of any Department Rule or Regulation, Policy or Procedure, or other directive.