



White Bear Lake Police Department POST Mandated Policy #100-04 Standards of Conduct

I. PURPOSE

The purpose of this general order is to establish the basic standards of conduct, rules and regulations for the members of the City of White Bear Lake Police Department to abide by.

II. SCOPE

This general order applies to all sworn and non-sworn personnel and those affiliated with the department in a volunteer capacity.

III. DISCUSSION

The Police Department is the most visible extension of the City of White Bear Lake municipal government. By nature of the law enforcement profession, members of the Police Department must be held to a higher standard of public scrutiny. Police Department personnel are encouraged to always strive for the highest degree of self-discipline. Violations of Rules and Regulations may result in disciplinary action up to dismissal.

IV. RULES AND REGULATIONS

Mission Statement

“COMMITTED TO THE IMPROVEMENT OF QUALITY OF LIFE IN OUR COMMUNITY”

A. STANDARDS OF CONDUCT WE UPHOLD

1. COURTESY

Department personnel shall be polite and courteous in all contacts with the public and with other Department personnel.

2. HOME ADDRESS AND HOME TELEPHONE NUMBER – CONFIDENTIAL

Department personnel shall treat the home addresses and telephone numbers of all Department personnel as confidential information. Such information shall be released only when

authorized by competent authority or with the consent of the sworn personnel concerned.

3. PERSONAL APPEARANCE

Department personnel shall maintain a professional, business- like appearance while on duty and/or in uniform. Slouching, leaning against structures, standing with hands in pockets, smoking in public or loitering while on duty in public establishments is prohibited. Uniforms shall be worn in accordance with prescribed standards. Personnel shall not wear frayed, worn or poorly maintained uniforms and/or equipment.

4. RADIO TRANSMISSIONS

Department personnel shall use official radio channels in accordance with established procedures and should avoid the use of sarcasm, impertinent remarks or other improper radio transmissions.

5. CONSPICUOUS DISPLAY OF FIREARMS

Firearms carried by non-uniformed Department personnel shall be securely holstered or carried in a secure covering, except when engaged in lawful firearms competition, firearms training, and inspection or in accordance with existing written orders. Should weapons be worn conspicuously an officer must also conspicuously wear the department badge on the same side as the holstered firearm.

6. NEIGHBOR AND/OR FAMILY DISPUTES

Department personnel shall avoid personal involvement in neighborhood controversies or family disputes while off duty. Such disputes will be referred to 911 and will be investigated by impartial, on-duty officers. Officers should not attempt to exercise authority or to make an arrest in their own quarrels, but should contact a superior officer who shall cause the matter to be investigated and action taken by impartial officers having no personal interest in the dispute.

7. NAME AND/OR BADGE # TO BE GIVEN UPON REQUEST

Department personnel, while on duty or in uniform or when otherwise recognized as a member of the White Bear Lake Police Department, shall give their name, rank or position in a

respectful and courteous manner to any person requesting such identification, unless the officer is engaged in covert duties.

8. CORRESPONDENCE

The White Bear Lake Police Department letterhead shall not be used for personal or private correspondence.

9. MISUSE OF DEPARTMENT COMMUNICATION FACILITIES

Department personnel shall not use the Department's Communication Section, radios or computers for personal, social or unofficial purposes.

10. MISREPRESENTATION/SPEECHES

Department personnel shall secure the consent of the Chief of Police prior to making any formal public appearance or publishing any article or releasing any official information which is not within their official duties when such speech, appearance or publication has, or is likely to have, an adverse affect upon the White Bear Lake Police Department.

11. MISREPRESENTATION/CONTROVERSIAL OPINIONS

Department personnel shall not express opinions on religious, political, economic or other questions of controversial nature while on duty and/or while representing the White Bear Lake Police Department without prior knowledge and approval of the Chief of Police.

12. TESTIMONIALS

Department personnel shall obtain the approval of the Chief of Police before authorizing use of their names, photographs or official titles which identify them as members of the White Bear Lake Police Department in testimonials, advertisements of any commodity or commercial enterprises.

13. OFF-DUTY EMPLOYMENT

Department personnel must obtain prior approval from the Chief of Police before engaging in other employment, occupation, profession or commercial enterprise. Approval will not be granted for off-duty employment which might interfere with official duties or employment involving the sale or distribution of alcoholic beverages, employment involving bail-bond agencies, investigative work for collection agencies, investigative work for

any insurance company where a conflict of interest may exist, any security agencies, attorneys or any other employment which may create a conflict of interest.

14. WEARING A UNIFORM WHILE UNDER DISCIPLINARY SUSPENSION

Department personnel shall not wear the official uniform of the White Bear Lake Police Department while under disciplinary suspension, except as authorized by the Chief of Police.

15. RECOMMENDING ATTORNEYS OR BAIL BONDSMEN

Department personnel shall not recommend or suggest to any person arrested, or any other person with whom they come in official contact, the employment or hiring of any specific attorney or bail bondsman. Department personnel should not become surety guarantor or furnish bail for any person arrested or charged with a crime, except members of their immediate family.

16. USE OF PRESCRIBED MEDICATION WHILE ON DUTY

When Department personnel find it necessary to use prescribed prescription medication, Department personnel shall ascertain the likely effect of the prescribed medication from the prescribing physician before reporting for duty while taking any lawfully prescribed medication likely to impair normal physical and mental faculties.

17. USE OF ALCOHOLIC BEVERAGES WHILE ON DUTY

Department personnel shall not consume, ingest or partake of intoxicating liquors or alcoholic beverages of any kind while on duty except as authorized in the performance of official duties. Medically prescribed drugs with an alcohol base shall not be used on duty unless approved by a supervisor.

18. REPORTING FOR DUTY WHILE INTOXICATED

Department personnel shall not report for duty within four hours of having consumed alcoholic beverages.

19. FITNESS FOR DUTY DUE TO ALCOHOL OR DRUGS

Department personnel shall keep themselves fit for duty and shall not become unfit for regularly assigned duty because of

excessive use of intoxicating or alcoholic beverages or drugs, to the extent normal faculties are impaired as defined by Minnesota law.

20. ALCOHOLIC BEVERAGES IN DEPARTMENT FACILITIES

Alcoholic beverages shall not be brought into or kept in the White Bear Lake Police Department building or vehicles except as evidence when officially seized and reported, or with the approval of a superior officer.

21. ENTERING OR FREQUENTING LIQUOR ESTABLISHMENTS

Department personnel, while on duty, shall only enter or frequent places established primarily for sale, storage or consumption of alcoholic beverages only in discharge of official duties.

22. MISUSE OF IDENTIFICATION WHILE DRINKING

Personnel, while off duty and partaking of alcoholic beverages and/or frequenting premises established primarily for consumption or sale of alcoholic beverages, shall do so only as private individuals and should not voluntarily display White Bear Lake Police Department identification unless necessary to perform official duties.

23. ABUSE OF OFFICIAL IDENTIFICATION

Department personnel shall maintain the security of official White Bear Lake Police Department identification and shall not lend their identification card or badge to another person or permit them to be photographed or reproduced.

24. INTENTIONAL ABUSE OF DEPARTMENT EQUIPMENT AND/OR VEHICLES

Department personnel shall utilize White Bear Lake Police Department equipment for its intended purpose in accordance with the established procedures and shall not intentionally abuse, misuse or damage Department equipment or vehicles.

25. CARELESS HANDLING OR UNINTENTIONAL ABUSE OF EQUIPMENT/VEHICLES RESULTING IN LOSS OF DAMAGE

All Department personnel shall utilize Department equipment for its intended purpose in accordance with established procedures

and shall not subject such equipment to loss or damage through careless handling.

26. HANDLING OF WEAPONS

Department personnel shall use or handle weapons in a careful and prudent manner while on or off duty. Weapons should be used, carried and stored in accordance with the law and established Department procedures.

27. IMPROPER USE OF OFFICIAL POSITION

Department Personnel shall not use their official position to gain free admission to any public event or place of amusement, to obtain free or reduced cost meals or services or for any other improper purpose, except in the course of official duties or when it is specifically authorized by the Chief of Police.

28. INTERFERING WITH OFFICIAL INVESTIGATIONS

Department personnel shall not interfere with cases being processed or investigated by other members of the White Bear Lake Police Department or any other government agency, nor undertake any investigation or other official action not part of their regular or expected duties unless ordered to do so by a superior officer.

29. MISDIRECTED ACTION OF PERSONNEL UNDER INVESTIGATION

Department personnel, against whom a complaint has been made, shall not attempt directly or indirectly, by threat, appeal, persuasion, punitive threat, money or other consideration to secure the abandonment or withdrawal of the complaint, charges or allegations.

30. RECOGNITION AND EXPOSURE OF UNDERCOVER OFFICERS

Department personnel shall protect the identity of officers engaged in covert operations and should not intentionally expose the identity or occupation of officers engaged in covert operations.

31. DEFACING OR MARRING BULLETIN BOARDS

Department personnel shall not mark, mar, alter or deface any printed or written material that is placed upon Department bulletin boards or posted anywhere in an official manner.

32. DISSEMINATION OF INFORMATION

Department personnel shall treat the official business of the White Bear Lake Police Department as confidential. Information regarding official business and co-workers shall be disseminated only to those for whom it is intended and in accordance with established procedures and the Minnesota Data Practices Act. Department personnel may remove or copy official records or reports only in accordance with established procedures.

33. COMMUNICATING CRIMINAL INFORMATION

Department personnel shall maintain the security of confidential information and shall not intentionally communicate or give law enforcement information to another which may aid a person to escape arrest, delay the apprehension of a criminal suspect or secure the removal of stolen or embezzled goods, money or other property. Department personnel shall not intentionally divulge the identity of criminal informants, except as required by law and authorized by competent authority.

34. HANDLING OF CURRENCY AND PROPERTY

Currency and other property coming into the possession of Department personnel which does not belong to such personnel shall be secured in the evidence room and a report should be made as soon as possible.

35. PROCESSING PROPERTY AND EVIDENCE

Property and evidence, which has been received in connection with official Police Department duties, will be processed in accordance with established procedures. Department personnel shall not convert to their own use, manufacture, conceal, falsify, destroy, remove, tamper with or withhold any property or evidence held in connection with an investigation or other official action, except in accordance with established procedures.

36. ASSOCIATION WITH CRIMINALS

Department personnel shall avoid regular or continuous association or dealings with persons who they know, or should know, are persons under criminal investigation or indictment, or persons who have criminal or immoral reputations in the community, except as necessary in the performance of official duties. In the event this individual is a relative, the Chief of Police will be notified as soon as possible.

37. DEROGATORY BIASED REMARKS

Department personnel shall not make any derogatory remarks concerning race, sex, religion, age, sexual orientation or national origin of any person.

38. EXCESSIVE OR UNNECESSARY FORCE NOT RESULTING IN INJURY

Department personnel shall use only that degree of force reasonable to perform official duties and shall not strike or use physical force on any person, except when necessary in self- defense or defense of another, to overcome actual physical resistance to arrest or to prevent escape.

39. EXCESSIVE FORCE RESULTING IN INJURY

Department personnel shall use only that degree of force which is necessary to perform official duties and shall not strike or use physical force on any person to the extent that injuries are inflicted, except when necessary in self-defense or in the defense of another, or to overcome actual physical resistance to arrest or to prevent escape. Any use of force resulting in personal injury shall be reported in accordance with established procedures.

40. USE OF FORCE CONTRARY TO RULES, REGULATIONS AND PROCEDURES – (FORCE NOT RESULTING OR LIKELY TO RESULT IN INJURY OR DEATH)

Sworn Department personnel shall use non-lethal force only in accordance with Minnesota Statutes, Chapter 609.06 and should not violate Rules and Regulations, Policies and/or General Orders even when such use does not and is not likely to result in injury or death. Department personnel shall not fire warning shots and will adhere to the POST Mandated Policy on Use of Force (Post Mandated Policy #100-01).

41. USE OF FORCE CONTRARY TO RULES, REGULATIONS AND PROCEDURES – (RESULTING OR LIKELY TO RESULT IN INJURY OR DEATH)

Sworn Department personnel shall use deadly force only in accordance with Minnesota Statutes, Chapter 609.066.

42. POLITICAL ACITIVITY

Department personnel shall not engage in political activity while on duty or use their official status while engaged in political activities.

43. FALSIFICATION OF OFFICIAL DOCUMENTS

Department personnel shall not falsify or knowingly cause another to falsify any official record or document.

44. UNLAWFUL COMPENSATION/BRIBERY

Department personnel shall not corruptly request, solicit, accept or agree to accept any pecuniary or other benefit not authorized by law for past, present or future performance, non- performance, or for any act or omission within the official discretion of Department personnel or in violation of Minnesota law.

45. UNTRUTHFULNESS

Department personnel shall not knowingly make false or untrue statements, except as authorized in the performance of duties and as necessary for maintaining covert operations during investigation of criminal activities.

46. UNTRUTHFULNESS IN AN OFFICIAL PROCEEDING (NOT UNDER OATH)

Department personnel shall not knowingly make false statements to a supervisor or any official of a government agency during an official proceeding of a government agency even though such statements are not made under oath.

47. PERJURY IN OFFICIAL PROCEEDING

Department personnel shall not knowingly make false statements while under oath and in official proceeding, contrary to law.

48. HARASSMENT

Department personnel shall not use their official position to harass, threaten or coerce any person.

49. CHAIN OF COMMAND

Department personnel shall adhere to the Organizational Chain of Command in the course of regular duties, except when necessary for maintaining the moral and/or the integrity of the White Bear Lake Police Department.

50. CIVIL RIGHTS ACTIONS

Department personnel shall not commit, by act of commission or omission, any act which violates the civil rights of any individual while in the performance of their duties.

51. CODE OF ETHICS FOR PUBLIC OFFICES AND EMPLOYEES

Department personnel shall strictly adhere to the Code of Ethics and its direction as provided in this manual.

52. RECOMMENDING WRECKER SERVICE OR LOCKSMITHS

Department personnel shall not recommend or suggest to any person who has a need or request for a wrecker or locksmith, any particular firm or individual.

53. RESPECT TOWARDS SUPERIORS

Department personnel shall display respect and shall address supervisors and superior officers by proper rank or title, especially in public view, in turn, Supervisors shall at all times display respect towards subordinates.

54. RESPECT TOWARDS CO-WORKERS

Department personnel shall display circulating respect toward co-workers and not engage in false rumors of co-workers' personal or professional standing. Personnel shall not discuss a co-worker's personal affairs publicly for any reason.

55. ABUSIVENESS

Department personnel shall not use abusive language or gestures

toward anyone, including supervisors of the White Bear Lake Police Department, or any other employee of the City of White Bear Lake.

56. CRITICISM OF ORDERS OR POLICIES

Department personnel shall support the policies, orders and procedures of the White Bear Lake Police Department and shall not criticize or ridicule the White Bear Lake Police Department, its policies, orders or personnel by speech, writing or other expression where such interferes with the maintenance of discipline or otherwise undermines the effective action of the Department.

57. COMPLIANCE WITH DIRECT ORDER OF SUPERIOR

Department personnel shall comply with the direct orders or instructions given by a supervisor or superior officer and shall not refuse to comply when such orders or instructions are lawful and proper. This will include official Internal Affairs Investigations.

58. CONCERTED JOB ACTIONS

Department personnel shall not engage in concerted job actions, such as curtailment or restriction of work output or interfere with work in or about other Department work stations, including, but not limited to:

- a. Instigating
- b. Leading or participating in any walk-out, strike, sit-down, stand in, slow-down, refusal to return to duty at the scheduled time or otherwise instigate, lead or contribute to job actions which undermine supervisory authority and which seriously affect discipline, morale or organizational effectiveness.

59. FAILURE TO PERFORM JOB TASKS EFFICIENTLY

All employees are expected to perform the requisite functions and tasks for their assigned position in a timely and efficient manner in accordance with prescribed training and standards.

60. FAILURE TO ADEQUATELY SUPERVISE PERSONNEL

All supervisors (including provisional or in an acting capacity) shall adequately supervise their respective subordinate

personnel. Supervisors shall ensure the high standard of appearance, work submission and performance.

61. RESPONSE TO DUTY

All on duty line personnel shall be responsive to calls for service in a timely manner. Officer shall not avoid handling assigned responsibilities, loiter in or return to the Public Safety Building or Fire Station 2, without a work related purpose during their normal tour of duty. Supervisors will approve return to station visits. On duty officers shall remain in contact with the Communication Section via radio, telephone or pager (if assigned) unless otherwise directed by a supervisor via computers.

62. CONDUCT UNBECOMING AN OFFICER

The practice of engaging in a standard of conduct which creates public embarrassment for the Department and the City of White Bear Lake.

B. PEACE OFFICERS PRINCIPLES OF ETHICAL CONDUCT

1. *Principle One*

Peace Officers shall conduct themselves, whether on or off duty, in accordance with the Constitution of the United States, the Minnesota Constitution and all applicable laws, ordinances and rules enacted or established pursuant to legal authority.

a. Rationale

Peace officers conduct their duties pursuant to a grant of limited authority from the community. Therefore, officers must understand the laws defining the scope of their enforcement powers. Peace officers may only act in accordance with the powers granted to them.

b. Rules

- i. Peace officers shall not knowingly exceed their authority in the enforcement of the law.
- ii. Peace officers shall not knowingly disobey the law or rules of criminal procedure in such areas as interrogation, arrest, detention, searches, seizures, use of informants and preservation of evidence, except where permitted in the performance of duty under

proper authority. Peace officers shall not knowingly restrict the freedom of individuals, whether by arrest or detention, in violation of the Constitutions and laws of the United States and the State of Minnesota.

- iii. Peace officers, whether on or off duty, shall not knowingly commit any criminal offense under any laws of the United State or any state or local jurisdiction in which the officer is present, except where permitted in the performance of duty under proper authority.
- iv. Peace officers will not, according to MN STAT 626.863, knowingly allow a person who is not a peace officer to make a representation of being a peace officer or perform any act, duty or responsibility reserved by law for a peace officer.

2. Principle Two

Peace officers shall refrain from any conduct in an official capacity that detracts from the public's faith in the integrity of the criminal justice system.

a. Rationale

Community cooperation with the police is a product of its trust that officers will act honestly and with impartiality. The peace officer, as the public's initial contact with the criminal justice system, must act in a manner that instills such trust.

b. Rules

- i. Peace officers shall carry out their duties with integrity, fairness and impartiality.
- ii. Peace officers shall not knowingly make false accusations of any criminal, ordinance, traffic or other law violation. This provision shall not prohibit the use of deception during criminal investigations or interrogations as permitted under law.
- iii. Peace officers shall truthfully, completely and impartially report, testify and present evidence, including exculpatory evidence, in all matters of an official nature.
- iv. Peace officers shall take no action knowing it will violate

the constitutional rights of any person.

- v. Peace officers must obey lawful orders, but must refuse to obey any orders the officer knows would require the officer to commit an illegal act. If in doubt as to the clarity of an order, the officer shall, if feasible, request the issuing officer to clarify the order. An officer refusing to obey an order shall be required to justify his/her actions.
- vi. Peace officers learning of conduct or observing conduct which is in violation of any policy of this department shall take necessary action and report the incident to the officer's immediate supervisor, who shall forward the information to the chief law enforcement officer. If the misconduct is committed by the officer's immediate supervisor, the officer shall report the incident to the immediate supervisor's supervisor.

3. *Principle Three*

Peace officers shall perform their duties and apply the law impartially and without prejudice or discrimination.

a. Rationale

Law enforcement effectiveness requires public trust and confidence. Diverse communities must have faith in the fairness and impartiality of their police. Peace officers must refrain from fostering disharmony in their communities based upon diversity, and perform their duties without regard to race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age.

b. Rules

- i. Peace officers shall provide every person in our society with professional, effective and efficient law enforcement services.
- ii. Peace officers shall not allow their law enforcement decisions to be influenced by race, color, creed, religion, national origin, sex, and marital status, status with regard to public assistance, disability, sexual orientation or age.

4. *Principle Four*

Peace officers shall not, whether on or off duty, exhibit any conduct which discredits themselves or the Department or otherwise impairs their ability or that of other officers or the Department to provide law enforcement services to the community.

a. Rationale

A peace officer's ability to perform his/her duties is dependent upon the respect and confidence communities have for the officer and law enforcement officers in general. Peace officers must conduct themselves in a manner consistent with the integrity and trustworthiness expected of them by the public.

b. Rules

- i. Peace officers shall not consume alcoholic beverages or chemical substances, while on duty, except as permitted in the performance of official duties and under no circumstances while in uniform, except as provided for in 4.b.iii.
- ii. Peace officers shall not consume alcoholic beverages to the extent the officer would be rendered unfit for the officer's next scheduled shift. A peace officer shall not report for work with the odor of an alcoholic beverage on the officer's breath.
- iii. Peace officers shall not use narcotics, hallucinogens or other controlled substances except when legally prescribed. When medications are prescribed, the officer shall inquire of the prescribing physician whether the medication will impair the officer in the performance of the officer's duties. The officer shall immediately notify the officer's supervisor if a prescribed medication is likely to impair the officer's performance during the officer's next scheduled shift.

- iv. Peace officers, while on duty, shall not commit any act which, as defined under Minnesota law, constitutes sexual harassment, including, but not limited to, making unwelcomed sexual advances, requesting sexual favors, engaging in sexually motivated physical contact or other verbal or physical conduct or communication of a sexual nature.
- v. Peace officers, while off duty, shall not engage in any conduct which the officer knows, or reasonably should know, constitutes an unwelcomed sexual advance or request for sexual favor, or unwelcomed sexually motivated physical contact or other unwelcomed verbal or physical conduct or communication of a sexual nature.
- vi. Peace officers shall not commit any acts which, as defined under Minnesota law, constitute sexual assault or indecent exposure. Sexual assault does not include frisk or other searches done in accordance with proper police procedures.
- vii. Peace officers shall not commit any acts which, as defined under Minnesota law, constitute (1) domestic abuse, or (2) the violation of a court order restraining the officer from committing an act of domestic abuse or harassment, having contact with the petitioner, or excluding the peace officer from the petitioner's home or workplace.
- viii. Peace officer shall not, in the course of performing their duties, engage in any sexual contact or conduct constituting lewd behavior, including, but not limited to, showering or receiving a massage in the nude, exposing themselves or otherwise making physical contact with the nude or partially nude body of any person, except as pursuant to a written policy of the Department.
- ix. Peace officers shall avoid regular personal associations with persons who are known to engage in criminal activity where such associations will undermine the public trust and confidence in the officer of the Department. This rule does not prohibit those associations that are necessary to the performance of official duties, or

where such associations are unavoidable because of the officer's personal or family relationships.

5. Principle Five

Peace officers shall treat all members of the public courteously and with respect.

a. Rationale

Peace officers are the most visible form of local government. Therefore, peace officers must make a positive impression when interacting with the public and each other.

b. Rules

- i. Peace officers shall exercise reasonable courtesy in their dealings with the public, fellow officers, superiors and subordinates.
- ii. No peace officer shall ridicule, mock, deride, taunt, belittle, willfully embarrass, humiliate or shame any person to do anything reasonably calculated to incite a person to violence.
- iii. Peace officers shall promptly advise any inquiring citizen of the Department's complaint procedure, and shall follow the established Departmental policy for processing complaints.

6. Principle Six

Peace officers shall not compromise their integrity, nor that of their Department or profession, by accepting, giving or soliciting any gratuity which could be reasonably interpreted as capable of influencing their official acts or judgments, or by using their status as a peace officer for personal, commercial or political gain.

a. Rationale

For a community to have faith in its peace officers, officers must avoid conduct that does or could cast doubt upon the impartiality of the individual officer or the Department.

b. Rules

- i. Peace officers shall not use their official position, identification cards or badges: (1) for personal or financial gain, for themselves or another person; (2) for obtaining privileges not otherwise available to them except in the performance of duty; and (3) for avoiding consequences of unlawful or prohibited actions.
- ii. Peace officers shall not lend to another person their identification cards or badges or permit these items to be photographed or reproduced without approval of the Chief of Police.
- iii. Peace officers shall refuse favors or gratuities which could be reasonably interpreted as capable of influencing official acts or judgments.
- iv. Unless required for the performance of official duties, peace officers shall not, while on duty, be present at establishments that have the primary purpose of providing sexually-oriented adult entertainment. This rule does not prohibit officers from conducting walk-throughs of such establishments as part of regular assigned duties.
- v. Peace officers shall:
 - aa. not authorize the use of their names, photographs or titles in a manner that identifies the officer as an employee of this Department in connection with advertisements for any product, commodity or commercial enterprise;
 - bb. Maintain a neutral position with regard to the merits of any labor dispute, political protest or other public demonstration while acting in an official capacity;
 - cc. not make endorsements of political candidates, while on duty or while wearing the Department's official uniform.

This section does not prohibit officers from expressing their views on existing, proposed or pending criminal justice legislation in their official capacity. None of these rules shall prevent officers from engaging in the free

expression of political speech in their capacities as private citizens, or the rights of police fraternal or labor organizations to endorse political candidates or express views on political issues or other matters of public concern.

7. Principle Seven

Peace officers shall not compromise their integrity, nor that of their Department or profession, by taking or attempting to influence actions when a conflict of interest exists.

a. Rationale

For the public to maintain its faith in the integrity and impartiality of peace officers and the Department, officers must avoid taking or influencing official actions where the officer's actions would or could conflict with the officer's appropriate responsibilities.

b. Rules

- i.** Peace officers shall, unless required by law or policy, refrain from becoming involved in official matters, or influencing actions of other peace officers in official matters, impacting the officer's immediate family, relatives or person with whom the officer has or has had a significant relationship.
- ii.** Peace officer shall, unless required by law or policy, refrain from acting or influencing official actions of other peace officers in official matters impacting persons with whom the officer has or has had a business or employment relationship.
- iii.** Peace officer shall not use the authority of their position as peace officer, or information available to them due to their status as peace officers, for any purpose of personal gain including, but not limited to, initiating or furthering personal and/or intimate interactions of any kind with persons with whom the officer has had contact while on duty.
- iv.** Peace officers shall not engage in any off-duty employment if the position compromises or would

reasonably tend to compromise the officer's ability to impartially perform the officer's official duties.

8. Principle Eight

Peace officers shall observe the confidentiality of information available to them due to their status as peace officers.

a. Rationale

Peace officers are entrusted with vast amounts of private and personal information, or access thereto. Peace officers must maintain the confidentiality of such information to protect the privacy of the subjects of that information, and to maintain public faith in the officer's and the Department's commitment to preserving such confidences.

b. Rules

- i. Peace officers shall not knowingly violate any legal restriction for the release or dissemination of information.
- ii. Peace officers shall not, except in the course of official duties or as required by law, publicly disclose information likely to endanger or embarrass victims, witnesses or complainants.
- iii. Peace officers shall not divulge the identity of persons giving confidential information except as required by law or Department policy.

Julie Swanson

Julie Swanson
Chief of Police

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