

WEBER COUNTY SHERIFF'S OFFICE		Policy and Procedures
SUBJECT: Code of Conduct	CHAPTER/SECTION NO.: N/A	
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AMENDS/SUPERSEDES:	APPROVED: <u>**See Master File**</u> Sheriff	
STANDARD NUMBER: N/A		

CODE OF CONDUCT

1.01 STATEMENT OF PURPOSE

Members of the Weber County Sheriff's Office are among the most visible representatives of Weber County Government. To the majority of people, peace officers are symbols of stability and authority upon whom they rely. The conduct of Members of the Weber County Sheriff's Office is closely scrutinized, and when actions are found to be excessive, unwarranted, or unjustified, they are criticized far more severely than the comparable conduct of persons in other walks of life. Since the member's conduct, both on and off duty, may reflect directly upon the Weber County Sheriff's Office, Members should conduct themselves in a manner which does not bring discredit upon themselves, the Office, or the County, and in a manner which exhibits the highest degree of professionalism. These Professional Standards are designed to promote efficiency, discipline, and good public relations by setting forth policies governing the conduct of all Members of the Weber County Sheriff's Office.

1.02 AUTHORITY OF CODE

1. This code is set forth by the Weber County Sheriff under the authority given to him/her by Weber County, a body Corporate politic and political subdivision of the State of Utah.
2. The procedures, regulations, sections, sentences, clauses, and phrases of this code are not intended to be in conflict with any law, ordinance, or policy of the United States, the State of Utah, or Weber County.
3. If any procedure, regulation, section, sentence, clause, or phrase of this code is found to be invalid, such decision shall not affect the validity of the remaining portions of the code.

1.03 SCOPE

1. The provisions of this Code of Conduct are to be observed by all Members in order to maintain the confidence, respect and support of the public.

2. Violations of the Code of Conduct, Weber County Sheriff's Office Policies, Weber County Correctional Facility Policies, Division and Bureau Written Directives, Orders or Policy, Ordinances of Weber County, Laws of the State of Utah or the United States may subject offenders to disciplinary actions. Action taken on violations depends on the degree of severity, record of the offender, and seriousness of the consequences of the action.
3. Disciplinary action will be taken in accordance with governing law, the Weber County Sheriff's Office policies and Weber County Personnel Policies. All disciplinary actions are based on substantive evidence. Proof "beyond a reasonable doubt" is not required.
4. It is the duty of every member to take appropriate corrective action and/or submit a written report to the Weber County Sheriff/designee when he/she learns of a violation of law, policy, procedure, orders, or other written directive.
5. The Sheriff, or his/her designee, maintains the right to suspend any member under his/her jurisdiction and control. Such suspension may occur for any of the following reasons by themselves or in combinations thereof:
 - A. Incompetence
 - B. Neglect of duty
 - C. Drunkenness
 - D. Improper or illegal use of any behavior modifying substance
 - E. Failure to obey orders given by proper authority or order, rules, regulations, policies, or procedures adopted by the Sheriff or Weber County.
6. Probationary Members may be terminated by the Sheriff for any reason, including but not limited to: failure to meet minimum standards of performance, or when they violate a law or regulatory decree of this code, Sheriff's Office and/or County policy.
7. Members shall not procure appointment with the Sheriff's Office by means of misrepresentation or omission of facts concerning personal history, qualifications for employment, or physical condition. Any such misrepresentation or omission may result in termination of the member.
8. Members who, by any act or conduct, attempt to violate or conspire with any person to violate a law, rule, regulation, order, policy, or directive are subject to the same discipline as though the actual violation had been accomplished.

1.04 OBLIGATION TO KNOW AND ABIDE BY THE LAW:

Every member shall know and abide by the laws relating to the protection of civil liberties and the restraints upon governmental power. Illegal exercise of power erodes the foundation of government. Sworn Members shall know the criminal law, as defined by federal, state and local ordinances, as well as those rules specified in this code, Sheriff's Office orders, regulations, and bulletins. The following are basic:

1. Utah Criminal Code (Title 76)
2. Utah Controlled Substance Act (Title 58-37)
3. Utah Motor Vehicle Laws (Title 41)
4. Utah Code of Criminal Procedure (Title 77, Chapters 3, 5, 13, and 14)
5. Weber County member policy as outlined in the annual member handbook
6. Weber County Sheriff's Office policy and procedure.
7. Weber County Correctional Facility policy and procedure.
8. Weber County policy and procedure
9. Weber County Sheriff's Office Code of Conduct

1.05 OBLIGATION TO KNOW AND ABIDE BY THE CODE OF CONDUCT:

All Members of this Office shall familiarize themselves with the Code of Conduct. Members shall ensure that their behavior conforms to the provisions set forth in this code of conduct.

1.06 OBLIGATION TO ABIDE BY OFFICE GOALS AND OBJECTIVES:

Supervisory and management personnel shall be familiar with and integrate into their daily activities, the goals and objectives of the Sheriff's Office.

Deputies shall preserve the public peace, involve the community in problem solving whenever possible, detect and arrest offenders, prevent crime, protect life and property, and enforce the ordinances and statutes of Weber County, the State of Utah, and the United States of America.

Non-sworn Members, although not personally responsible for the enforcement of the law, shall provide vital support for the Weber County Sheriff's Offices' goals and objectives.

1.07 REPORTING FOR DUTY

Members shall report for duty at the times and places required by assignment or orders and shall be physically and mentally fit to perform their duties. A Member shall immediately advise his/her supervisor if the Member is physically or mentally unfit to perform their assigned duties. They shall be properly equipped and aware of the information required for the proper performance of their duties. Judicial subpoenas and court notifications incident to performance as peace officers shall constitute orders to report for duty under this section.

Physically and mentally fit includes an appropriate amount of rest time before starting the member's work shift. Members should not conduct their duties if they are so fatigued as to be a safety hazard to themselves and/or others.

1.08 DERELICTION OF DUTY

Dereliction of duty, on the part of any member, may be cause for disciplinary action. The following acts or omissions shall constitute dereliction of duty:

1. Failure to obey lawful orders or willful or repeated violations of any rule, regulation or policy of the Sheriff's Office;
2. Members shall submit all necessary reports on time and in accordance with established Sheriff's Office procedures. Reports submitted by Members shall be truthful and complete, and no member shall knowingly enter or cause to be entered any inaccurate, false or improper information;
3. Absence without authorized leave. This includes failure to be at the time and place of duty or leaving a place of duty or assignment without authorization;
4. Cowardice or failure to perform appropriate operational support for fellow officers or failure to perform necessary duties because of fear;
5. Sleeping while on duty;
6. Falsely reporting an illness or injury, or to otherwise deceive or attempt to deceive the Sheriff's Office as to the condition of their health or the Member's health;
7. When taking off sick for any reason other than emergency, Members shall notify their respective on-duty supervisor at least one (1) hour prior to the Member's scheduled hours of duty. This notification shall take place on a daily basis unless excused from doing so by the Member's supervisor;
8. A Member shall report as soon as possible, any contact with any official action with law enforcement including, but not limited to, receiving a citation, being arrested, or knowledge of being investigated;
9. Failure to complete required training;
10. Devoting on-duty time and attention to non-Office business. Any exceptions to this rule shall be with the approval of a supervisory officer or the Sheriff;
11. Showing disrespect to a supervisor, or using abusive, insulting or indecent language toward a supervisor, peer, citizen, etc.;
12. Displaying reluctance to properly perform assigned duties, or acting in a manner tending to bring discredit upon him/herself or the Sheriff's Office, or failing to assume responsibility or exercise diligence and interest in pursuit of duties, or displaying a lack of energy of such character as to amount to incompetency;

13. Failure of a supervisor to immediately take appropriate action when a violation of this section comes to his/her attention;
14. Use of alcohol and/or controlled substances in violation of this code;
15. Failure to maintain a current address and telephone number with the WCSO.

1.09 UNSATISFACTORY PERFORMANCE

Members shall maintain sufficient competency to properly perform their duties and assume the responsibilities of their positions. Members shall perform their duties in a manner which will maintain the highest standards of efficiency in carrying out the functions and objectives of the Sheriff's Office. Unsatisfactory performance may be demonstrated by:

1. A lack of knowledge of the laws, administrative rule or Office procedure required to be enforced.
2. An unwillingness or inability to perform assigned tasks.
3. Failure to conform to work standards established for the member's rank or position.
4. Failure to take appropriate action to respond to a crime, disorder, or other condition deserving law enforcement attention.
5. Absence without authorized leave.
6. Poor performance evaluations or a record of infractions of rules, regulations, directives, or orders of the WCSO.
7. Failure to make timely reports of all incidents or matters that require a report. Reports shall be made in the manner and in a form prescribed in Chapters 28 and 54 of the Office's policy and procedures manual. When reports are submitted, they shall be complete and accurate.

1.10 AVAILABILITY OF PERSONAL INFORMATION

1. Each member shall keep the Office informed of his/her current address and telephone number.
2. Each member shall report any changes in address or telephone number within twenty-four (24) hours to his/her Division Chief Deputy or the Administrative Assistant for the Sheriff.

3. Addresses and telephone numbers of Members shall be kept confidential and released only by direction of the Sheriff or his/her designee.

1.11 Demeanor/General Conduct

1. When on duty, Members shall display professional demeanor.
2. Members shall avoid involvement in disputes in their neighborhoods, whether on or off duty unless someone's safety is at risk.
3. No game of chance in violation of any law shall be played by any member of the Sheriff's Office, except in performance of their duty.
4. Members shall not enter any establishment involved in illegal activities except in performance of their duty.
5. Members shall be respectful, courteous, and civil with the public and each other and shall not use loud, indecent, profane, or unnecessarily harsh language.
6. No member shall be associated with any organization, association, movement, group, or combinations which has adopted a policy of advocating violence or acts of force to deny others their Constitutional Rights, or who seek to alter the form of government by unconstitutional means, or who advocate racial or religious discrimination as a political philosophy or objective.
7. No member shall ridicule, mock, deride, taunt, or belittle any person; nor willfully embarrass, humiliate or shame any person; nor do anything that might incite any person to violence.
8. No member on or off duty will be involved in conduct which brings discredit or embarrassment to the member or the Sheriff's Office.
9. Members shall not engage in "horseplay" or the playing of pranks while on duty or at any time in the offices, training rooms, locker rooms, or other rooms or buildings used by the WCSO.
10. Any sexual misconduct or sexual harassment while on duty may result in disciplinary action up to and including termination. Any sexual misconduct while off duty which reflects negatively on the Sheriff's Office may result in disciplinary action up to and including termination.
11. Any felony conviction will result in termination and any job related misdemeanor conviction or violation of policy may result in termination.

1.12 EMPLOYMENT OUTSIDE THE SHERIFF'S OFFICE:

Employment outside the Sheriff's Office which conflicts with the standards required is prohibited. Employment which does not prevent a Member from doing his or her duties as required these provisions is not prohibited. Any security or work for another law enforcement agency must be approved in writing by the Sheriff or Undersheriff and a letter of indemnification and a release of liability may be required.

1.13 GIFTS, GRATUITIES, BRIBES, OR REWARDS:

Members shall not solicit or accept from any person, business, or organization any gift, including monetary, tangible or intangible personal property, food, beverage, loan, promise, service, or entertainment, for the benefit of the member or the Sheriff's Office, if it may be reasonably inferred that the person, business, or organization:

1. Seeks to substantially influence or affect the official action of, or performance or nonperformance of an official duty of the member.
2. Has an interest which may be substantially affected, directly or indirectly, by the performance or nonperformance of an official duty.
3. Causes or is attempting to cause the Sheriff's Office, member, or County to be ridiculed by the general public.

1.14 ABUSE OF POSITION:

1. Use of official position or identification. Members shall not use their official positions, official identification cards or badges for:
 - a. Personal or financial gain;
 - b. Obtaining privileges not otherwise available to them except in the performance of their duties;
 - c. Avoiding consequences of illegal acts.
2. Members shall not lend to other persons, their identification cards, badges, or other trademarks of the Sheriff's Office, or permit them to be photographed or reproduced without approval by the Sheriff.

1.15 INSUBORDINATION AND INTEMPERATE BEHAVIOR:

1. Members shall obey, in a timely manner, any lawful directives of a supervisor. This will include directives relayed from a supervisor by another member of any rank.

2. Members shall not utter any disrespectful, insolent or abusive language towards any other member. Resolving conflicts between Members is encouraged, but only by mature and controlled techniques of resolution.
3. Members shall not be obligated to obey any directive which they know or should reasonably know would require them to commit any illegal act. If in doubt as to the legality of a directive, Members shall request the issuing supervisor to clarify the directive or shall request to confer with higher ranking authority.

1.16 ENDORSEMENTS AND REFERRALS:

Members shall not recommend or suggest in any manner, while on duty, the employment or procurement of a particular product, professional service or commercial service, such as attorney, ambulance service, towing service, bondsman, mortician, etc. In the case of ambulance or towing service, when such service is necessary and the person needing the service is unable or unwilling to procure it or requests assistance, Members shall proceed in accordance with established Sheriff's Office procedures.

1.17 IDENTIFICATION:

Members shall furnish their names and identification to any person requesting that information when they are on duty or while holding themselves out as having official capacities, except when the withholding of such information is necessary for the performance of police duties or is authorized by a member's supervisor.

1.18 CITIZEN COMPLAINTS:

Each Member shall promptly notify his/her immediate supervisor of any complaint made by a citizen against any member of the Sheriff's Office. A member may attempt to resolve the complaint, but shall never attempt to dissuade any citizen from lodging a complaint against any member of the Sheriff's Office. Members shall follow established Sheriff's Office procedures for processing complaints as outlined in Chapter 38. *****

1.19 INTERACTION WITH PRISONERS AND OFFENDERS:

1. Members shall not fraternize with nor develop personal relationships with offenders. Members shall not become involved socially with offenders under custody or supervision of the Weber County Sheriff's Office, or any other State, Federal or Local Law Enforcement Office.
2. Members shall not accept loans, gifts, gratuities, or other favors from offenders.
3. Members shall not loan money or other property to offenders, nor grant special favors.
4. Members shall not purchase, nor bargain for, items belonging to offenders, nor shall they sell or give items to offenders except as authorized by WCSO policy.

5. No member shall discuss with any other member or offender the actions of any other member except when required as a part of their job performance.
6. It is prohibited to discuss Sheriff's Office or personal business with offenders. Proper caution should be exercised by members at all times concerning what is said, to whom it is said, and who can overhear.
7. Members shall not take offenders out of the WCCF for any reason, except as authorized by the WCCF Chief Deputy or his/her designee; or the Sheriff or his/her designee.
8. Members will bring their concerns to the attention of their supervisor if they have reason to believe that any of the following situations have arisen or might arise:
 - a. Development of inappropriate relationships with offenders, their families and/or their friends;
 - b. A conflict of interest situation involving an offender and/or any situation from which personal gain may be obtained; or
 - c. Questions arising from another member's personal loyalties, beliefs, or values which might impair professional judgment or independence as related to offenders or prisoners.
9. Prohibited Offender Relationships
 - a. Any act or conduct which establishes, maintains, or promotes a member's relationship with an offender or an offender's immediate family which is outside the color of employment for personal benefit or gain or which compromises a member's professional role is prohibited.
 - b. Immediate family shall include a parent, spouse, son, daughter, brother, sister, grandparents, or close in-law.
 - c. Such prohibited conduct includes, but is not limited to:
 - i. an offender or an offender's immediate family living in a staff member's personal residence;
 - ii. an offender living in any rental property belonging to a member of the staff;
 - iii. any business dealing or arrangements between staff and an offender or an offender's immediate family;
 - iv. sponsoring an offender for special activities, other than Sheriff's Office-sponsored and approved activities;

- v. supervising or sponsoring an offender or employing any offender for personal gain or benefit (i.e., work projects on personal property with or without pay).
10. Requests for exceptions to Section 1.19 directives must be made in writing to and approved by the Division Chief Deputy or his/her official designee. Such documented request will be retained in the member's employee file.

1.20 PUBLIC STATEMENTS AND APPEARANCES:

1. Members shall not, maliciously and in public, criticize or ridicule the Office, its policies, or other Members by speech, writing or other expression, where such speech, writing or other expression is defamatory, obscene, unlawful, undermines the effectiveness of the Sheriff's Office, interferes with the maintenance of discipline, or is made with reckless disregard for truth or is false.
2. Members shall not address public gatherings, appear on radio or television, prepare any articles for publication, act as correspondents to a newspaper or periodical, except such is in compliance with Office policy, Chapter 40.
3. A Member shall not intentionally communicate descriptions of Sheriff's Office activity, decisions, or practice (rumors) which undermine the effectiveness of the Sheriff's Office or incite emotion among co-workers, when that member knows or should know that information to be unofficial communication (gossip). All Members are encouraged to question the validity of such communication.

1.21 DISSEMINATION OF INFORMATION:

Members shall treat the official business of the Sheriff's Office as confidential. Information regarding official business shall be disseminated only to those for whom it is intended, in accordance with established Sheriff's Office procedures. Members may remove or copy official records or reports from an Office installation only in accordance with Sheriff's Office procedures and in performance of duties. Members shall not divulge the identity of persons giving confidential information except as authorized by proper authority. Any and all memos, reports, diagrams, photographs, personal notes, or any other document or proceeds of work done by an Office member in the performance of his/her duty is the property of the Sheriff's Office.

1.22 UNIFORM AND PERSONAL APPEARANCE:

Members on duty shall wear uniforms or other clothing in accordance with established Sheriff's Office policy and procedures (Chapter 28) and shall maintain a neat, well-groomed appearance.

1.23 USE OF ALCOHOL:

1. No member shall drink alcohol while in uniform unless in dress uniform and attending a formal social function authorized by the Sheriff.
2. No member shall drink alcohol while on duty, unless authorized by the WCSO.
3. No member shall report for a regular tour of duty or be on a tour of duty while under the influence of alcohol, or be unfit for scheduled duty because of such use. The odor of alcoholic beverage on a Member's breath is considered presumptive evidence of being unfit for duty.
4. No member shall consume or keep alcohol at headquarters, a locker room, a substation, or upon any property allotted to the use of the Sheriff's Office.
5. Members shall not appear in public places while intoxicated, whether on or off duty, in violation of state law or county or municipal ordinance.
6. No member shall report for duty if he/she has consumed any alcohol within the previous eight (8) hour period before his/her scheduled shift or emergency callout.
7. Any member call to respond to an emergency situation who has been using intoxicants which may impair job performance, shall so inform the caller at the time of the request and ask to be excused from responding to the emergency. If the request is denied, the member's supervisor shall assume responsibility for the member and the member shall be held harmless so far as violations of this policy are concerned.

1.24 USE OF CONTROLLED SUBSTANCES:

1. Members shall not use or possess prescription drugs or controlled substances, unless such drugs are properly prescribed by licensed practitioners, and are properly used for an illness, injury or other such legitimate treatment.
2. When controlled substances are prescribed and used, members shall notify their superior officers of this fact before beginning a work shift.
3. Allowances for possession and simulated use of drugs by undercover officers shall be made, as well as allowances for other lawful possession as allowed by state law.
4. Any member who demonstrates abnormal behavior or performance while taking prescription drugs may be released from duty by a supervisor.

1.25 USE OF TOBACCO:

1. In accordance with the Utah Indoor Clean Air Act, smoking is not permitted inside Sheriff's Office buildings.
2. Members will not use tobacco in any form when:
 - a. They are assembled in formation.
 - b. They are engaged in traffic direction or control.
 - c. In or around schools or groups of school-age children.
 - d. In direct interface with the public or confined inmate populations.
3. Members are not to leave their assignments or posts for the sole purpose of using tobacco.

1.26 FINANCIAL OBLIGATIONS:

1. Members are encouraged to promptly discharge all just and legal debts and obligations incurred by them.
2. No supervisor shall place him/herself under financial obligation to a subordinate.
3. No supervisor shall solicit any member of a lower rank as a co-signer of any note or obligation.
4. Members are required to properly support their families.
5. Requests for exceptions to 2 and 3 above must be made in writing to and approved by the Sheriff or his/her designee.

1.27 NO LIABILITY INCURRED TO THE SHERIFF'S OFFICE:

Any Sheriff's Office Member who purchases or picks up any item charged to the Sheriff's Office, must have prior approval, unless in the event of an emergency. Any member who picks up or receives any items charged to the Sheriff's Office, must turn the receiving copy of the invoice into the Division Finance Clerk no later than 1 (one) working day after receiving the item(s).

1.28 INTERVENTION:

Members shall not interfere with cases being handled by other Members of the Office or by any governmental agency unless:

1. Ordered to intervene by a supervisor.
2. When the intervening member believes beyond a reasonable doubt that manifest injustice would result from failure to take immediate action.

1.29 USE OF OFFICE EQUIPMENT:

1. Members shall utilize Sheriff's Office equipment only for its intended purpose, in accordance with Office procedures and shall not abuse, damage, or negligently lose Office equipment. All Office equipment issued to Members shall be maintained in proper working order. Any damaged or missing equipment shall be reported in writing to the member's direct supervisor.
2. Members shall operate Office vehicles in a careful and prudent manner and shall obey all laws and all Office orders pertaining to such operation. Loss or suspension of any driving privileges shall be reported to the Office immediately.

1.30 TRUTHFULNESS:

1. Members shall truthfully answer all questions related to the scope of employment and operations of the Office which may be asked of them.
2. Members shall be truthful in all matters relating to the Office or themselves, whether on or off duty, unless in the performance of approved covert duties.

1.31 USE OF POLYGRAPH, COMPUTERIZED VOICE STRESS ANALYSIS, MEDICAL EXAMINATIONS, PHOTOGRAPHS, AND LINE-UPS:

1. Polygraph. Examinations and Computerized Voice Stress Analysis (CVSA) - Upon the order of the Sheriff/Designee, members shall submit to polygraph or CVSA examinations when the questions incident to the polygraph examination are specifically directed and narrowly related to a particular internal investigation being conducted by the Office. Examinations and interviews of members in such investigations may be subject to *Garrity* Warning provisions at the discretion of the investigator. **In case of investigations intended for possible criminal prosecution members are subject to *Miranda* decision provisions.**

Medical examinations, photographs, and line-ups - Upon the order of the Sheriff/Designee, Members shall submit to any medical, ballistics, chemical, or other tests, photographs, or line-ups. All procedures carried out under this subsection shall be specifically directed and narrowly related to a particular internal investigation being conducted by the Office.

1.32 RESTRICTIONS WHILE ON SUSPENSION:

Sworn Members shall not exercise police authority while under suspension; nor shall the uniform be worn while the member is under suspension or on administrative leave, unless authorized by the Sheriff/Designee.

1.33 CIVIL CASES:

Members, while representing the Office, shall not testify in civil cases unless legally summoned or subpoenaed. Members shall not serve civil processes while on duty or in uniform, except those initiated by a lawful court order.

1.34 CIVIL SUITS FILED:

1. Filed by the member - Members are encouraged not to initiate civil action arising out of their official duties without first notifying the Sheriff/Designee in writing.
2. Filed against the member - Any member who has a suit filed against him/her by reasons of an act performed in the line of duty, shall immediately notify their Supervisor. The Supervisor shall be furnished a copy of the lawsuit, together with an accurate and complete report pertaining to the incident in question, so that he/she may notify the Sheriff/Designee of the pending suit and relevant facts.
3. Members who have been notified of or served with a suit filed against them shall complete the *Request to Defend* form as soon as the notice is received. This form can be obtained from the Weber County Attorney's Office, the Division Chief Deputy or the Sheriff's Administrative Assistant. The completed form will be filed with the Chief Deputy for forwarding to the County Attorney's Office.

1.35 PHYSICAL/PSYCHOLOGICAL EXAMINATIONS:

1. Upon the recommendations of a member's Bureau commander or designee, the Sheriff/Designee may require the member to submit to and undergo a physical and/or psychological examination for the purpose of determining the fitness of the member to perform the required duties of his/her position. Members who have been ordered to submit to a physical and/or psychological examination shall do so in accordance with the direction of the Sheriff. Costs associated with such examinations will be paid by the Office.
2. When complying with the requirements of this section, the customer will be the Office, therefore, the attending physician or psychologist will release the information regarding the member's condition and ability to perform required duties, to the Sheriff/Designee. The member may review the information released to the Office on request.
3. Members may obtain additional testing through doctors of their own choice and at their own expense.

1.36 SEXUAL HARASSMENT PROHIBITED:

1. Sexual harassment by any member toward any other person is prohibited. Sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature as set out in WCSO policy and the Weber County policy of sexual harassment.
2. To knowingly make a false sexual harassment allegation is a violation of 1.30.2.

1.37 STRIKE ACTIVITY PROHIBITED:

Because the public health, safety, and welfare may be adversely affected, no member shall have the right to engage in, or encourage any form of sit-down, or in fact, any form of work stoppage or strike for any reason, against the Sheriff's Office or public.

1.38 RELIGIOUS AND PERSONAL VIEWS:

Members shall not, while on duty or in uniform, engage in religious debate or discussion to the detriment of good discipline, nor speak disparagingly of the nationality, race or beliefs of any person.

1.39 PATRIOTIC COURTESY:

1. On all public occasions, sworn Members of the Office in uniform shall salute the National Colors and the playing of the National Anthem with the hand salute unless officers are performing police duty requiring immediate attention.
2. Members of the Office who are not in uniform shall render the National Colors and National Anthem the honors and courtesies customarily afforded them.

1.40 MEALS:

Members shall be permitted to suspend patrol or other assigned activities, subject to immediate call-out at all times, for the purpose of having meals during their tours of duty, but only for such period of time, and at such time and place, as established by Office procedures.

1.41 PROCESSING OF PROPERTY AND EVIDENCE:

Property and evidence which has been discovered, gathered, or received in connection with Office responsibilities will be processed in accordance with Office procedures. Members shall not convert to their use, manufacture, conceal, falsify, destroy, remove, tamper with, or withhold any property or evidence in connection with an investigation or other police action; or otherwise process such property or evidence except in accordance with Office procedures.

Evidence will be officially processed as soon as possible. No evidence will be left in cars, desks, or other unsecured locations. All evidence will be officially processed before the deputy goes off duty unless specifically approved by a supervisor.