

	<p align="center">BRIDGEPORT POLICE DEPARTMENT</p> <p align="center">POLICY AND PROCEDURE GENERAL ORDER</p>	Distribution	General Order Number
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Order Title: STANDARDS OF CONDUCT		Accreditation Standard:	Section
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		Section Title DEPARTMENT ROLE AND AUTHORITY	
Rescinds:		Armando J.Perez, Chief of Police	

This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting

BRIDGEPORT POLICE DEPARTMENT STANDARDS OF CONDUCT

STANDARD OF CONDUCT	
1.1 - Member's Responsibilities	<p>It is the obligation of all officers of the Department to report all offenses and violations of law and rules and regulations by members of the Department under their command, to the Chief of Police immediately in writing.</p> <p>Failure to do so may be treated as neglect of duty.</p>
1.2 - Conformance to Laws	<p>Officers shall abide by all laws, regulations, department policies, rules, and procedures.</p> <p>Officers shall obey all lawful orders.</p> <p>Officers who are arrested or come under investigation for any offense in any jurisdiction shall immediately report this fact to their supervisor.</p>
1.3 – Courtesy	<p>Conduct Toward Fellow Officers</p> <ul style="list-style-type: none"> • Officers shall conduct themselves in a manner that fosters cooperation among members of this department, showing respect, courtesy, and professionalism in their dealings with one another. • Officers shall not use language or engage in acts that demean, harass, or intimidate other officers. <p>Conduct Toward the Public</p> <ul style="list-style-type: none"> • Officers shall interact with the public in a civil and professional manner that conveys a service orientation to foster public trust and cooperation

	<p>and adheres to the concepts associated with procedural justice.</p> <ul style="list-style-type: none"> • Officers shall treat individuals with courtesy, respect, and dignity. • Officers shall not employ an officious or overbearing attitude or use language that might belittle, ridicule, or intimidate individuals. • Officers shall perform their duties equitably in both the enforcement of laws and the delivery of law enforcement services within the community and shall strive to maintain public trust by conducting all law enforcement business in an unbiased, fair, and impartial manner.
1.4 – Command and Supervisory Responsibility	<p>Supervisors shall act as role models for both subordinates and peers, with an emphasis on ethics and professionalism.</p> <p>Supervisors are responsible for continually reinforcing evolving policies, procedures, goals, and objectives and ensuring that they are carried out properly.</p> <p>Supervisors are responsible for the conduct and activities of the officers under their command.</p>
1.5 – Conflicting Orders	<p>Orders which appear to be unjust, improper or conflicting with any previous Departmental order shall be carried out. The member obeying such an order will not be held responsible for disobedience of a previous order or for the inappropriateness of an unjust or improper order. After carrying out the order, the officer to whom the order was given may file a written report to the Chief of Police via the chain of command indicating the circumstances and the reasons for questioning the order, along with his request for clarification of departmental policy.</p> <p>If any unlawful order is given to any member or employee of the Department, such member or employee shall promptly report such fact to the Chief of Police.</p> <p>Orders issued by persons outside of the Department shall not be complied with unless authorized by the Chief of Police or due process of law.</p>
1.6 – Photographs, Lineups, Firearm Examinations and Ballistic Testing	<p>Officers shall cooperate fully in any internal administrative investigation conducted by this or any other authorized agency and shall not attempt to conceal, divert, or mitigate any culpability of theirs or others by falsehoods or omissions.</p> <p>Such investigation may require that officers participate in lineups, firearms examinations and ballistic testing.</p>
2.1 – Accountability	<p>Officers are directly accountable for their actions, through the chain of command, to this department’s chief executive officer.</p>

2.2 - Alcohol/Drug Use	<p>Officers are prohibited from using intoxicants in any manner while on duty or in uniform; or reporting for duty while under the influence of narcotics, exhilarants, hypnotics or hallucinogens or other toxic or dangerous drugs unlawfully administered or any intoxicating liquor or with an odor of it on his/her breath; or drinking it so as to render him/herself unfit to report for scheduled duty.</p>
2.3 – Attendance	<p>Officers shall report for duty, including court and off-duty assignments, at the time and place required.</p> <p>Officers shall not conduct personal business while on duty or devote any of his/her “on duty” time to any activity other than that which relates to police work or performing any police duty in uniform for the purpose of private gain, unless properly authorized.</p>
2.4 - Attentiveness to Duty	<p>All officers shall perform their duties faithfully and diligently and shall take responsibility for and exhibit attentiveness, care, and thoroughness in the conduct of assignments and responsibilities.</p> <p>Officers shall conduct themselves in an expeditious manner to avoid any unreasonable delays to the public in the performance of law enforcement duties and activities.</p>
2.5 - Authority, Misuse	<p>Officers may not accept goods, services, or discounts of value not available to the general public and shall report any unsolicited goods or services they receive and the circumstances of the receipt to a supervisor.</p> <p>Officers shall not use their authority or position</p> <ul style="list-style-type: none"> • for financial gain; • to obtain or grant privileges or favors; • to avoid the consequences of illegal acts for themselves or others; or • to barter, solicit, or accept any goods or services, such as gratuities, gifts, discounts, rewards, loans, or fees, whether for themselves or others. <p>Officers shall not purchase, convert to their own use, or have any claim to found, impounded, abandoned, or recovered property or any property held or released as evidence.</p> <p>Officers shall not permit the use of any agency-issued identification card, badge, or official document by unauthorized persons.</p> <p>Officers are prohibited from using law enforcement sensitive information gained through their position to advance financial or other private interests of theirs or others.</p>

	<p>Officers shall not steal, forge, or tamper with any official law enforcement document.</p> <p>Documents shall not be altered or duplicated unless such actions are approved by a supervisor.</p> <p>Officers shall not take or release photographs capturing sensitive information or images unless authorized to do so.</p> <p>Officers shall not undertake any investigation or other official action that is not part of their regular duties without first obtaining permission from their supervisor unless the exigency of the situation requires immediate law enforcement action.</p> <p>Officers involved with any civil action that arises from acts performed under color of authority shall inform their supervisor.</p>
2.6 - Department Property	Officers shall report the loss of or damage to departmental property of which they become aware, whether or not the officer was the cause of such loss or damage.
2.7 – Department Vehicles and Driving	<p>Officers are responsible for the condition of and equipment located in the vehicle to which they are assigned.</p> <p>Any deficiencies in the department vehicle and/or the required equipment must be brought to the attention of a supervisor.</p> <p>Officers are responsible for the safe operation of their assigned department vehicle and must drive with due care for the safety of the public whether driving in routine or emergency situations.</p>
2.8 - Unbecoming Conduct	<p>Officers shall not conduct themselves in a manner, on or off duty, that</p> <ul style="list-style-type: none"> • casts doubt on their integrity, honesty, moral judgment, or character; • brings discredit to this department; or • impairs the agency’s efficient and effective operation.
2.9 - Confidentiality	Officers shall not divulge to any unauthorized person, inside or outside the Department, any information of the Department’s business, and shall not talk for publication, be interviewed, or make public speeches on police business or impart information relating to the official business of the Department unless, authorized by the Chief of Police or other competent authority.
2.10 - Criminal Conduct	<p>Officers shall not be convicted for the commission of any felony or a misdemeanor involving moral turpitude.</p> <p>A court conviction for a crime that carries a possible sentence of incarceration shall be prima facie evidence of a violation of this policy.</p>

2.11 - Custody of Detainees	Officers are responsible for the safety and well-being of those in their custody.
2.12 - Weapons	<p>Officers may only use such weapons, lethal and less-lethal, as are approved by the Chief of Police.</p> <p>All weapons shall be deployed in accordance with state and federal laws and court decisions and department policies and procedures.</p>
2.13 - Job Standards	<p>Officers shall be familiar with all the laws, statutes, ordinances, regulations, duty routes and important streets and places in town, necessary for the efficient execution of one's duty as a police officer.</p> <p>Officers shall report to the officer-in-charge or the Chief of Police any information given in good faith by any citizen regarding matters that indicate the need for police action.</p> <p>Regardless of rank or assignment, officers shall act promptly to protect life and property, prevent the commission of a crime, and apprehend violators of the law; handle complaints, calls for assistance, arrests, and other duties in a firm and calm manner without any unnecessary loss of time; render assistance to all persons who request it, including fellow officers, so far as such assistance is consistent with police duties.</p> <p>Any member who fails to efficiently perform his/her assigned duty may be charged with being neglectful of their duties.</p>
2.14 - Cellular Phones	<p>Officers are responsible for the use of their department-issued cellular phones including responsibility for all messages, phone calls, and data of any kind transmitted or received by the cellular phone.</p> <p>Officers are responsible for answering the department-issued cellular phone when such communication originates from a department supervisor or command staff member.</p> <p>Officers are responsible for carrying their department issued phones at all times, while on duty.</p>
2.15 - Off Duty Police Action	Off-duty officers are responsible for reporting any suspected or observed criminal activity to the authorities responsible for the jurisdiction in which the activity occurred.
2.16 – Property	Officers shall utilize agency supplies, property, and equipment only for their official purpose and in accordance with established department rules, policies, and procedures and shall not intentionally abuse, destroy, dispose of, or damage these items.
2.17 - Use of Tobacco	Officers are prohibited from smoking, vaping or using tobacco products of any kind while in uniform and in view of the public, marching in uniform, standing

	<p>in ranks, or under any condition, which might bring discredit upon the Department.</p>
2.18 - Soliciting or Accepting Gratuity	<p>Officers shall not seek or accept, directly or indirectly, any gift, present, or gratuity from any person, firm, group of persons, or relatives, friends or employees of the same, who might conceivably come to expect or seek preferential treatment in view of such member's affiliation with the Police Department.</p> <p>Members and employees must pay for all meals and beverages.</p>
2.19 - Truthfulness	<p>Officers shall speak the truth at all times and under all circumstances.</p> <p>In cases in which he/she is not allowed by the regulations of the Department to divulge facts within his/her knowledge, he/she will decline to speak on the subject.</p>
2.20 - Uniforms	<p>All articles of uniform worn by uniformed members shall conform to the departmental uniform regulations. Civilian clothing will not be worn with any distinguishable part of the uniform except in emergency situations or as approved by the Chief of Police. Articles of uniform and equipment shall conform in style and design to specifications provided for and approved by the Chief of Police.</p> <p>Members of the Department shall wear insignia of rank, and all equipment as the Chief of Police may from time to time prescribe.</p> <p>Uniforms shall be kept neat, clean and well pressed at all times. While wearing the uniform, members shall avoid such mannerisms as slouching, shuffling, and keeping hands in pockets.</p> <p>The uniform hat shall be worn out-or-indoors unless otherwise directed by a competent authority.</p>
2.21 - Use of Force	<p>Officers shall not use more physical force than objectively reasonable to accomplish a lawful police purpose.</p>
2.22 - Nepotism	<p>Officers shall not appoint, employ, or promote a relative to a position in the department, or advocate a relative for appointment, employment, promotion or advancement.</p> <p>Officers should be cautious when assisting in any way relatives who are seeking employment, appointment, or advancement in departmental positions.</p>
2.23 - Discrimination or Harassment	<p>Officers shall not make offensive or derogatory comments based on race, color, sex, gender identity or expression, religion, or national origin either directly or indirectly to another person.</p>

	Such harassment is a prohibited form of discrimination under State Law and Federal Employment Law and is also considered misconduct subject to disciplinary action by the Department.
2.24 – Sexual Misconduct	<p>Officers shall not become involved in incidents of sexual misconduct and shall promptly report any incidents of sexual misconduct of which they become aware.</p> <p>Officers shall disclose any incidents of sexual misconduct as part of the background investigation process and have a continuing duty to advise the chain of command of any additional incidents.</p>
2.25 – Sexual Harassment	Any conduct involving sexual harassment in the workplace, whether committed by supervisors or non-supervisory personnel, is strictly prohibited.
2.26 – Domestic Violence	<p>Officers shall not become involved in incidents of domestic violence and shall promptly report any incidents of domestic violence of which they become aware.</p> <p>Officers shall disclose any incidents of domestic violence as part of the background investigation process and have a continuing duty to advise the chain of command of any additional incidents.</p>
2.27 – False Enlistment	<p>Officers shall not provide false information about their background and/or qualifications.</p> <p>Officers are under an affirmative duty to disclose any information about their background which may call into question the officer’s qualifications and/or fitness for duty.</p>
2.28 – Insubordination	Officers shall not fail or deliberately refuse to obey a lawful order issued by any superior officer.
3.1- Communication	<p>Officers shall transmit communications to other members of the Department when required. All communications whether by radio, telephone, written or verbal, shall be free of profanity.</p> <p>Officers shall extend the proper courtesy and respect toward all members of the Department and other civilians at all times.</p> <p>Officers shall be civil, orderly, diligent, discreet, courteous, and patient as a reasonable person is expected to be in any situation and shall not engage in any altercation, physical or otherwise, whether on duty or not, with any other member or employee of the Department.</p>
3.2 – Endorsements	Officers shall not when officially acting as a representative of this agency:

	<ul style="list-style-type: none"> • make any public statement that could be reasonably interpreted as having an adverse effect upon agency morale, discipline, operations, or public perception; • divulge or willfully permit to have divulged any information gained by reason of their position, for anything other than its official, authorized purpose; or • unless expressly authorized, make any statements, speeches, or public appearances that could reasonably be considered to represent the views of this agency. <p>Officers shall not solicit or accept contributions for this agency or, as a law enforcement officer of this agency, for any other agency, organization, event, or cause without the express consent of the agency Chief of Police or designee.</p> <p>Officers may not, as an agent of this agency, endorse, recommend, or facilitate the sale of commercial products or services without the approval of the Chief of Police or designee. This includes but is not limited to the use of tow services, vehicle repair shops, attorneys, bail bondsmen, or other technical or professional services.</p> <p>This policy does not pertain to referrals to appropriate governmental, community, or social services.</p>
3.3 – Political Activity	<p>Officers shall follow applicable law regarding their participation and involvement in political activities. Where legal mandates are silent on this issue, officers shall be guided by the following examples of prohibited political activities while on-duty, in uniform, or otherwise serving as a representative of this agency. Officers shall not:</p> <ul style="list-style-type: none"> • place, affix, or display any campaign literature or other paraphernalia in or on government-owned or controlled property, to include offices and vehicles; • solicit political funds from any member of this agency or another governmental agency of this jurisdiction; • solicit contributions, signatures, or other forms of support for political candidates, parties, or ballot measures; • use official authority to interfere with any election or with the political actions of other officers or the general public; or • favor or discriminate against any person seeking employment because of political opinions or affiliations.
4.1 - Off Duty Employment Prohibitions	<p>Officers shall not knowingly commence or maintain a relationship with any person who is under criminal investigation, indictment, arrest, or incarceration by this or another law enforcement or criminal justice agency or who has an open and notorious criminal reputation in the community (for example, persons whom they know, should know, or have reason to believe are involved in criminal activity), except as necessary to the performance of official duties or</p>

	<p>where unavoidable or impractical because of pre-existing familial or marital relationships.</p> <p>In such cases where regular household, physical, or telephone contact is unavoidable, the officer shall inform their supervisor of the relationship.</p> <p>Officers shall not knowingly engage in social or romantic relationships with confidential informants, victims, or witnesses involved with active investigations.</p> <p>Officers shall not participate or interfere in investigations involving family members or persons with whom they have a close personal or business relationship.</p> <p>Except in the performance of official duties, officers shall not enter any establishment in which the law is knowingly violated.</p>
4.2 - Authorization	<p>To assist the Chief in accomplishing the mission, goals, and objectives of the Department, employees are vested with the authority necessary to perform the duties of their assignment.</p> <p>All Department personnel shall be held fully accountable for the use of delegated authority, as well as the failure to use it.</p> <p>Supervisors are accountable for the activities and the performance of employees under their immediate control.</p>
4.3 – Work Schedule	<p>Officers shall report for duty whenever so ordered by proper police authorities; report for duty at the regularly appointed time and not absent himself/herself from duty without leave; be present at all roll calls properly uniformed and equipped.</p>
4.4 – Outside Employment Restrictions	<p>Officers shall notify the Chief of Police prior to accepting any outside the department employment.</p> <p>No member of the Department shall accept other employment, which could impair his/her independence of judgment in the exercise of official duties or interfere with the performance of his/her regular duties.</p>
5.1 – Prohibited Associations	<p>Officers shall not knowingly join or participate in any organization that advocates, incites, or supports criminal acts or criminal conspiracies or that promotes hatred or discrimination toward racial, religious, ethnic, or other groups or classes of individuals protected by law.</p>