

DOUGLAS COUNTY SHERIFF'S OFFICE		Policy and Procedure
Specific Policies		P&P-B-111
Gratuities		
Effective Date: 11-04-25 Supersedes: 08-24-25	Approval: Sheriff	Number of Pages: 2
References: Colorado Constitution Article XXIX Section 3, IEC Position statement 23-01	Reevaluation Date: Annually or as needed	Standards: CALEA LE 26.1.1, ACA 5-ALDF-7C-02, 5 th Edition

I. POLICY

As professional law enforcement personnel we are constantly concerned about our image within the law enforcement community and the community which we serve. One area which may create a source of concern and would certainly reflect upon our positive image is that which deals with law enforcement officers receiving gratuities.

A gratuity in the sense of this policy is defined as any gift or reduction in normal price which is offered or given, whether it is solicited or not, because of one's attachment to, or position with, law enforcement. Because it represents a compromise of our professional status, members shall not accept gratuities. This policy applies to any member accepting any gratuity either directly or indirectly. <LE [26.1.1](#)><7C-02>

Furthermore, members shall comply with Colorado Constitution Article XXIX Section 3 Ethics in Government, which states: *No public officer, member of the general assembly, local government official, or government employee shall accept or receive any money, forbearance, or forgiveness of indebtedness. It further prohibits the receipt of any gift or other thing of value from any entity or individual valued at more than \$75 per calendar year without lawful consideration of equal or greater value. The amendment also prohibits receipt of gifts or things of value for any employee's spouse or dependent child under identical terms.*

*Please note that the Independent Ethics Commission (IEC) adjusts the gift ban dollar amount every four years.

II. INDIVIDUAL RESPONSIBILITY

Persons who are offered or who suspect that they have been given such a gratuity that is in violation of this policy should explain to the donor that they cannot accept the discount or gift because it is against Office policy. The person offering should be asked to cooperate with the Office policy.

III. SUPERVISOR RESPONSIBILITY

Supervisors have the responsibility of contacting business persons who they suspect or know are continuing to offer such gratuities.

IV. EXCEPTIONS

Limited exceptions to this policy are:

- A. Campaign contribution as defined by law
- B. An unsolicited item of trivial value less than \$50 such as a pen, calendar, plant, book, note pad, or other similar items.
- C. An unsolicited token or award of appreciation in the form of a plaque, trophy, desk item, wall memento, or similar item.
- D. Unsolicited informational material, publications or subscriptions related to the recipient's performance of official duties.
- E. Admission to, and cost of food or beverages consumed at, a reception, meal or meeting by an organization before whom the recipient appears to speak or to answer questions as part of a scheduled program.
- F. Reasonable expenses paid by a nonprofit organization or other state or local government for attendance at a convention, fact-finding mission trip, or other meeting if the person is scheduled to deliver a speech, make a presentation, participate on a panel, or represent the state or local government, provided that the non-profit organizations receives less than five percent of its funding from for-profit organizations or entities.
- G. Gifts given to an individual who is a relative or personal friend of the recipient on a special occasion.
- H. A component of the compensation paid or other incentive given to the recipient in the normal course of employment.
- I. Discount prices which are given to members as a normal procedure for business operations.

By Order of the Sheriff