

# REGULATION 1

## CODE OF PROFESSIONAL ETHICS

In America, where the supremacy of public opinion is assured, it is essential that the system upon which public safety depends is developed to a high degree of efficiency and administered in a manner to assure the continued praise and respect of the public.

Rules cannot be drawn that will prescribe, in specific detail, the manner in which all the duties of the Department's law enforcement officers and civilian personnel shall be performed. The problems of police service are many and they are subject to the influence of the constant development of public administration. This code describes the basic objectives sought and provides general rules for the performance of the various duties of all Department employees.

### A. Basic objectives

1. Encourage fair and impartial enforcement of the laws and the protection of individual rights.
2. Elevate the standing of the profession in the public mind and strengthen public confidence in law enforcement.
3. Encourage all Department employees to fully appreciate the responsibilities of their positions.
4. Develop and maintain complete support and cooperation of the public with law enforcement.
5. Ensure the effectiveness of the Department's service by encouraging complete cooperation of its employees for their mutual benefit.
6. Strive for full coordination of effort in all official relationships with other governmental bodies.
7. Consider police work an honorable profession and to recognize in it an opportunity to render a worthwhile service to society.

### B. General rules of official conduct

1. All members of the Indiana State Police shall be habitually courteous. They shall recognize their responsibilities as public servants and shall be particularly attentive to citizens seeking assistance, information, to register complaints, or give evidence.
2. They shall accept their responsibility to the public by being punctual in their engagements and expeditious in the performance of their duties.
3. They shall regard their office as a public trust and in the discharge of their duties, be constantly mindful of their primary obligation to serve the public efficiently and effectively.

4. They shall administer the law and/or their duties in a just, impartial and reasonable manner; and shall not provide more reasonable treatment to some people than to others. They shall recognize the limitations of their authority and at no time use the power of their office for their own personal advantage.
5. They shall be true to their obligation as custodians of public property and shall bear in mind that the misuse or waste of public property is equally as reprehensible as the misuse or waste of money from the public treasury.
6. They shall not limit their effectiveness in the administration of their office by accepting gratuities or favors from those with whom they may have official business.
7. They shall cooperate fully with all public officials, assuring the safety and general welfare of the public. They shall not permit jealousies or personal differences to influence their cooperation with other agencies or with one another.
8. They shall add to their effectiveness by diligent study and sincere attention to self- improvement. They shall welcome the opportunity to disseminate practical and useful information relating to matters of the public's safety and welfare.
9. They shall so conduct their public and private lives that the public will regard them as examples of stability, fidelity, and morality.
10. They shall bear faithful allegiance to their government and be loyal to their profession. They shall accept, as a sacred obligation, their responsibility as citizens to support the constitutions and laws of the United States and of the state of Indiana. As public servants, they shall consider the privilege of defending the principles of liberty, as defined in our constitutions and laws, the greatest honor that may be bestowed upon any man.

### **C. Conflicts of Interests and the Conduct of State Business.**

1. All new employees shall read and all employees shall comply with IC 4-2-6 (Conflicts of Interest) and the Indiana Code of Ethics for the Conduct of State Business (42 IAC 1, et seq.), which states in part:

#### **a. Definitions**

(1) "Conflict of interest" means a situation in which the private financial interest of a state officer, an employee, or the spouse or unemancipated child of a state officer or employee, may influence the state officer's or employee's judgment in the performance of a public duty."

(2) "Business relationship" means dealings an agency has with a person seeking, obtaining, establishing, maintaining, or implementing (IC 4-2-6-1(a)(5):

(a) A pecuniary interest in a contract or purchase with an agency; or

(b) A license or permit requiring the exercise of judgment or discretion by the agency.

b. Gifts and Gratuities (42 IAC 1-5-1)

(1) A state employee, special state appointee, or the spouse or unemancipated child of a state employee shall not solicit, accept or receive, nor shall a donor offer directly or indirectly, any gift, favor, service, entertainment, food or drink, travel expense, or registration fees from a person who has a business relationship with the employees or state appointee's agency or is seeking to influence an action by the employee or special state appointee in his or her official capacity.

(2) In addition, "This section does not prohibit contributions that are accepted by an agency, in accordance with applicable law."

(3) A person that has a business relationship with an employee's agency or special state appointee's agency shall not provide any gifts, favors, services, entertainment, food, drink, travel expenses, or registration fees to such employee or special state appointee if the employee or special state appointee would not be permitted to accept the gift, favor, service, entertainment, food, drink, travel expense, or registration fee under this guideline.

c. Conflict of Interest; Prohibitions.

A state officer or employee shall not engage in conduct that constitutes a conflict of interest. It is the state officer's or employee's duty to determine if a potential conflict of interest exists, to avoid the conflict, if possible, or, where applicable, to disclose a conflict.

2. Participation with outside entities for purposes of cooperative research and development.

a. When authorized, the Department may utilize limited state resources and working hours of its employees for purposes of development, research, testing, and evaluation of products and procedures beneficial or applicable to future improvements in law enforcement.

b. The Department may occasionally use the skills, knowledge, and abilities of its employees to assist in the outside development of new law enforcement tools and procedures.

c. An employee's involvement in any program related to this section must not substantially interfere with the performance of their normal duties. Employees should not be considered to have violated ethics rules by engaging in activities consistent with this policy. However, this policy does not replace or lessen any other restrictions.

d. All related programs and the limited use Department employees must be approved in writing by the Superintendent prior to participation by any Department employee.

e. Approved programs under this section will be administered and supervised by the Commander of the Training Division.

f. This section shall not apply to standard research, testing, and evaluation of consumer products and equipment for the Department's use or potential use as outlined in SSU-001 and managed by the Staff Services Unit.

g. Commanders shall take the necessary steps to ensure full compliance with this regulation, the Indiana Code of Ethics, and all other standards of ethical conduct by Department employees.

(1) Particular attention should be directed toward those times of the year and those occasions most likely to create conflicts of interest and other unethical conduct by Department employees.

(2) A copy of the Indiana Code of Ethics shall be maintained at each division, section, area, and district.