



MARYLAND CAPITOL POLICE

PERSONNEL DIRECTIVE



Core Values

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Responsible Unit:	Headquarters	Rescinds:	2-100
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.01 Purpose

To describe the core values of the MCP and outline the employees' responsibility to uphold them.

.02 Policy

MCP will develop and preserve the public's confidence in the agency and our employees.

.03 Authority

[MD CODE ANN., STATE FIN. & PROC. § 4-204.](#)

.04 Procedures

A. Core Values

The following core values will guide the conduct of all employees:

1. INTEGRITY; employees will:
 - a. uphold the public trust by being honest; and
 - b. maintain the highest ethical standards and a moral character.
2. FAIRNESS; employees will:
 - a. treat every person with respect and dignity, and in an unbiased manner;
 - b. remain in control and respond appropriately when dealing with a citizen or an MCP employee; and
 - c. protect the constitutional rights of all persons through impartial enforcement of the law.
3. SERVICE; employees will:
 - a. provide dedicated and compassionate assistance to all persons citizens;
 - b. promote leadership, cooperation and assistance to the MCP, fellow employees, allied law enforcement agencies and other governmental entities;
 - c. strive to improve the service we provide, the quality of life in the communities and facilities we serve and the relationships we have with the community, DGS tenants and visitors; and
 - d. obey MCP rules, regulations and procedures.

B. Employees' Responsibility for Supporting Values

1. Employees are responsible for their own actions and may not transfer to others the responsibility for executing or failing to execute any lawful order or police duty.

2. Employees are responsible for complying with all current MCP directives, either verbal or written, which may be issued by competent authority; ignorance of the directives, procedures and orders of the MCP following proper notification is not justification for any violation.
3. Employees will preserve and advance the principles of democracy and freedom by:
 - a. protecting life and property; and
 - b. bringing traffic and criminal offenders to justice.
4. Employees will remain responsive to the community by:
 - a. maintaining the public peace;
 - b. reducing the public's fear of crime;
 - c. remaining sensitive and responsive to concerns and problems;
 - d. actively seeking input from the public; and
 - e. remaining courteous, even in the face of provocation.
5. Employees will maintain the highest degree of professionalism by:
 - a. presenting a neat, professional appearance;
 - b. attending to duties in a thorough and timely manner;
 - c. using appropriate and respectful language when dealing with the public, subordinates and co-workers;
 - d. never using excessive force;
 - e. not impairing fitness for duty through the use of alcohol or other controlled dangerous substances;
 - f. obeying all laws;
 - g. obeying lawful orders;
 - h. submitting accurate, factual and truthful reports;
 - i. not submitting false reports; and
 - j. furnishing their name, rank and duty assignment to any person who is properly entitled to this information.
6. Employees will maintain the highest standards of integrity by:
 - a. avoiding relationships which would tend to impair their ability to perform their duties;
 - b. not disseminating non-public MCP information to unauthorized people;
 - c. not placing themselves in a position or acting in a manner that would reflect adversely upon the MCP;
 - d. not consuming alcohol or entering establishments that derive their income primarily from serving alcohol, while on-duty or in uniform; or by bringing alcohol onto any MCP property, except in the performance of their duties; and
 - e. not engaging in sexual behavior while on-duty or in a DGS facility or MCP vehicle.
7. Employees will treat all people with fairness and dignity by acting impartially and consistently when interacting with subordinates, co-workers, prisoners and the public.

C. Commanders' Responsibility for Supporting Values

1. Commanders have the ultimate responsibility to ensure the integrity and reputation of the MCP through the fair and equitable investigation of internal matters and application of disciplinary procedures.
2. Commanders must be sensitive to the concerns of both the complainant and the employee throughout every internal investigation.
3. Commanders will conduct all administrative investigations in compliance with the Law Enforcement Officer's Bill of Rights (LEOBR) and MCP policy.

Approved:



Colonel Michael S. Wilson
Chief of Police 08/02/19