


| DPS STANDARD OPERATING PROCEDURE | | | |
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|  | SUBJECT: | SECTION(S): | DISTRIBUTION: |
| | ROLE & AUTHORITY SOP 2010-30 | ALL | ALL PERSONNEL |
| ISSUING AUTHORITY: ROBERT MALDONADO CHIEF, CAMPUS SAFETY AND EMERGENCY MANAGEMENT SERVICES (ELECTRONICALLY SIGNED) | | EFFECTIVE DATE: October 21, 2010 REVISED DATE: November 17, 2021 | SUPERSEDES: SOP 2006-05 Reviewed/Revised re IACLEA & CALEA |

Role & Authority

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IACLEA Standards:

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| <i>1.1.1</i> | <i>1,4</i> | | |
| <i>1.2.1</i> | <i>1,4</i> | | |

REFERENCES:

- SOP 2011-52 SPD/DPS Authorizing MOU
- SOP 2006-12 DPS Duty Manual
- SOP 2010-12 Oath of Office/Code of Ethics
- Syracuse University DPS Oath of Office (Forms Folder on G Drive)
- Syracuse University DPS Code of Ethics (Forms Folder on G Drive)
- New York State Criminal Procedure Law, Sections 1.20, 2.20

ATTACHMENTS: Appendix: Oath of Office/ Law Enforcement Officer Code of Ethics

I. APPLICABILITY: This Standard Operating Procedure is applicable to all sworn members of the Syracuse University Department of Public Safety (DPS).

II. PURPOSE: The purpose of this policy is to formally articulate the personal and professional role and authority that the sworn members of the DPS will possess in the performance of their official duties. They are differentiated from Non-Sworn members who are members of the Department who do not possess current Campus Peace Officer certification, and whose official duties and responsibilities are defined by their duty assignment or activity.

The Sworn DPS members are empowered by the Criminal Procedure Law and the Memorandum of Understanding (MOU) with the Syracuse Police Department with certain powers and authorities associated with their DPS Mission. They are seen as symbols of stability and authority upon which the University community relies. DPS members are expected to exhibit the highest degree of professionalism at all times and will seek to promote the tenets highlighted in the department's Mission and Vision statements.

III. POLICY: Both Sworn members and Non-Sworn members of the Syracuse University Department of Public (DPS) are expected to behave in a manner as defined by the SOP 2006-12 DPS Duty Manual and to perform their duties ethically, with due diligence and in compliance the standard operating procedures of the department and the laws of the United States, the State of New York and the current MOU with the Syracuse Police Department. Sworn Members are further expected and required to be knowledgeable of and in compliance with their Oath of Office, and the Law Enforcement Officer Code of Ethics in the performance of their duties. **(1.1.1) (1.2.1)**

III. DEFINITIONS:

- A. Role: The 'Role' of the Syracuse University Department of Public Safety (SU DPS) is best stated by the Department's Mission and Vision Statements.

The Mission states, "The Department of Public Safety is dedicated to maintaining a safe and secure living, learning, and working environment in partnership with those it serves by respectfully employing the highest professional standards and providing exceptional service to the Syracuse University community. The Department of Public Safety's vision is to lead in all areas of professional campus law enforcement practices, to effectively address the safety and security needs of its community, and

to uphold the mission of the University by supporting an environment in which diverse social, cultural, and academic values are free to develop and prosper.”

The role of the DPS, as a private university law enforcement agency providing police and security services to the campus community members, visitors and facilities, is narrowly focused on its limited jurisdiction, which is defined in the following section. This is a unique jurisdiction and geographic area of employment with an equally unique client base that has a very high percentage of the citizen population served who are students and seasonal residents requiring unique services.

As prescribed under NYSCPL Section 2.10 sub77b, the primary role of DPS campus peace officers is *“for the protection of the grounds, buildings and property of Syracuse University, the prevention of crime and the enforcement of law and order, and for the enforcement of such rules and regulations as Syracuse University shall from time to time establish”*. As such, much of the role of DPS is “keeping the peace” through dedication, protection and service.

- B. Authority: The Authority of the Syracuse University Department of Public Safety (SU DPS) as a private university law enforcement agency providing police services and security to the campus residents, visitors and facilities, is narrowly focused within the campus and on public property at and adjacent to University owned, leased, controlled or operated properties. The authority granted to this agency is initially defined by Syracuse University for its private security-related duties and services. The DPS’s extended authorities are conferred jointly by the Criminal Procedure Law of New York and a Memorandum of Understanding (MOU) with the City of Syracuse Police Department.

The assembly of buildings, roads, pathways and grounds comprise the area of primary jurisdiction of the SU DPS and are defined as its “Geographic Area of Employment”, as outlined by Section 2.10 sub 77 of the NYS CPL; *“Such Syracuse University peace officers shall have the powers of peace officers within the geographical area of employment of the grounds or premises owned, controlled or administrated by Syracuse University within the county of Onondaga, except in those situations when requested by the chief law enforcement officer of the city of Syracuse or his or her designee, including by means of written protocols agreed to by the chief law enforcement officer of the city of Syracuse and Syracuse University, to provide assistance on any public highway which crosses or adjoins such grounds or premises.”*

In those geographic areas the members of the SU DPS possess “Peace Officer” authorities as defined by sections 2.10 sub 77 and 2.20 of the NYS CPL and as such are authorized to enforce NYS laws, execute warrantless arrests, issue appearance tickets and uniform traffic tickets, carry firearms and to use physical force and deadly physical force as defined by Article 35 of the NYS Penal Law in the performance of those duties.

- C. Sworn Officer: A Syracuse University Campus Peace Officer who has taken the oath of office from the Syracuse Police Chief or designee.
- D. Non-Sworn Member: A Syracuse University Department of Public Safety employee who do not possess current Peace Officer status. Non-Sworn members with public safety/security duties, like CSO’s are required to be NYS Trained Certified as a Security Guard.

IV. PROCEDURES:

A. Oath of Office: Sworn officers of the Syracuse University Department of Public (DPS) will take an Oath of Office affirming their intent to uphold the United States Constitutional rights and laws of the nation as well as the laws of New York State and to support the educational mission of the University.

1. The Syracuse Police Chief or his/her designee will, pursuant to the existing Memorandum of Understanding (MOU), officially swear in every sworn officer employed by the department at the time of appointment. **(2.1.1) (1.1.1)**
2. The Syracuse Police Department files the oath of office with the city clerk.
3. A copy of the oath of office shall be signed by the officer and placed within the employee's personnel folder maintained by the department.

B. Code of Ethics: Every sworn officer of the DPS shall be trained in and provided a copy of the Law Enforcement Code of Ethics at the time they affirm their oath of office.

The Code, in addition to the Rules and Regulations of the Department, relating to the ethical conduct expected of all members of Syracuse University's Department of Public Safety will be adhered to in conjunction with the standards defined within the SOP 2006-12 Duty Manual. This material will be reviewed with sworn and non-sworn members upon hire and reviewed annually during in-service training. **(2.1.3) (1.1.2) (11/17/21)**

C. Mission and Vision: The Department of Public Safety Mission and Vision is to be taught to all DPS sworn and non-sworn members and integrated in the response to day to day operations, as well as when handling emergent matters. (Refer to DPS SOP 2006-12 Duty Manual)

1. Members of DPS are to be committed to providing dedicated service through effective law enforcement, community partnerships, programming, and diligence to duty.
2. Members of DPS are to work to deter, detect and investigate crime through community policing principles and practices.
3. Service may be provided to our campus "customers" and community through:
 - a. Educational efforts by our department members
 - b. Opportunities for volunteer service
 - c. Compassion and commitment
 - d. Working together to solve problems
 - e. Offering assistance wherever and whenever needed.

POLICY REVISION HISTORY

| NO | SECTION REVISED | DATE ISSUED |
|----|--|-------------|
| 1 | Added language and cite for Calea Standard 1.2.1, Pgs 2, 4 | 10/12/12 |
| 2 | Oath of Office, Code of Ethics Revision re IACLEA.. | 5/31/17 |
| 3 | Revised Re IACLEA 2 nd Edition | 11/17/21 |

Appendix

City of Syracuse Police Department Oath of Office for Campus Peace Officers:

(Revised 9/16/15)

State of New York)
Onondaga County,) ss.
City of Syracuse)

I, _____ do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of New York, the laws of the City of Syracuse, the laws, applicable policies and the mission statement of Syracuse University, and that I will discharge the duties of Syracuse University Campus Peace Officer for the City of Syracuse, according to the best of my ability.

Sworn before me this _____
day of _____, _____.

Signature

—
Officer

(Chief of Police) or designee

International Association of Chiefs of Police Law Enforcement Code of Ethics:

AS A LAW ENFORCEMENT OFFICER, my fundamental duty is to serve mankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all men to liberty, equality and justice.

I WILL keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I WILL never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I RECOGNIZE the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the law enforcement service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession law enforcement.