



AC10

RULES OF CONDUCT

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Effective Date: 01 January 1996
Revised Date: 11 October 2018

POLICY

1. Delta Police Department (“Department”) employees shall conduct themselves as required by law and consistent with the Department’s Core Values and policies.

REASON FOR POLICY

2. To ensure a high level of professional conduct by employees and volunteers.

RELATED POLICIES

AE16 – Security and Confidentiality
AE19 – Correspondence
OC20 – Media Liaison and Release of Information
OC40 – Social Media

PROCEDURES

Solicitations by Members

3. Subject to Sections 4 and 5, Department employees and volunteers shall not, directly or indirectly, whether personally, in concert with others, or under the auspices of any group or organization:
 - a) use any Department or issued equipment, or uniform, or Department materials for unauthorized purposes; or
 - b) associate, specifically or by implication, the Department or any of its employees with any solicitation of money or benefit, or the sale or promotion of any products, services or programs.



4. The Chief Constable, if satisfied upon receiving application from one or more employees, that a proposed activity covered by section 3 is in the best interest of the Department, community or the public, may approve such activities and attach any conditions to the approval.
5. Nothing in this rule affects the right of any of employee to freely speak, write, express opinion, or transact business in a personal or private capacity, distinct from their employment with the Board.

Grievances

6. Alleged Collective Agreement violations will be dealt with pursuant to the respective Collective Agreement.
7. Nothing in this policy prevents a supervisor and employee from attempting to informally address a matter outside of the grievance process.
8. The Chief Constable or delegate will conduct an annual review of grievances to identify possible trends in filed grievances for the purpose of taking action to prevent future grievances.

Liability for Damage to Property

9. When a member damages private or public property in the course of carrying out their duties, a file must be initiated and a full report submitted detailing the nature and cause of the damage. A copy of the report shall be submitted to the member's supervisor. The supervisor will forward a copy of the report to the Deputy Chief Constable.
10. Members must not make any statements to any external person or agency regarding their own liability or that of the Department. All external enquiries regarding liability are to be referred to the Inspector, Human Resources Branch.

Contracting Debts

11. Employees shall not incur, or fail to discharge financial or other debts, if such debts will, may or may be perceived to have the effect of influencing the employee in the discharge of their duties as an employee of the Department.



Attending Liquor and Cannabis Sales Establishments

12. Members shall not attend a licensed premise, liquor store or store selling cannabis for the purpose of purchasing alcohol or cannabis, while wearing all or part of their uniform.

Department Sanctioned Events

13. The Chief Constable may, upon receipt of a written application, authorize and sanction Department events.
14. Employees who wish to voluntarily participate in sanctioned events must apply, in writing, to the Chief Constable or delegate for authorization.
15. Employees directed by a supervisor to assist with or participate in a Department sanctioned event do so in accordance with the provisions of their Collective Agreement.
16. Employees authorized to voluntarily participate in a sanctioned event:
 - a) will be paid for their shift or the lesser portion thereof that participating involves, if the event is on a day the employee is scheduled to work;
 - b) will not be paid if the event falls on a day the employee is not scheduled to work; and
 - c) may request their schedule to be adjusted such that the day(s) the employee participates in the event will be work days.
17. The application of WorkSafeBC coverage while voluntarily participating in a sanctioned event, during times that an employee is not scheduled to work, is a determination made exclusively by WorkSafeBC.
18. An employee practicing for a sanctioned event during times when the employee is not working scheduled hours, will not be compensated under the Collective Agreement or subject to WorkSafeBC coverage.

Public Speaking

19. No employee of the Department may present a speech pertaining to police matters or activities to any group or gathering without first obtaining permission from the employee's immediate supervisor.



20. The policy regarding public speaking is not intended in any way to restrict the activities or business conducted by the Delta Police Association or CUPE.

Use of Tobacco Products

21. Smoking or chewing tobacco products by uniformed members while on duty detracts from the police image; therefore, members should restrict their smoking and tobacco chewing habits to permitted locations out of public view.
22. Smoking or chewing tobacco products is prohibited in any Department vehicle or building, including leased or rented properties.
23. Smoking or chewing tobacco is permitted outside of Department buildings away from public view in areas designated by the Chief Constable.

Social Media

24. Employees' participation in social media will be in accordance with Department Policy **OC40 – Social Media**.

Re-issue of Cards and Badges

25. Employees shall be issued new identification cards with an updated photograph every five years, and their previous card collected and returned to the Human Resources Branch for destruction when the new card is issued.
26. When a member is promoted, they shall be provided a rank specific identification card, containing an updated photograph, and badge

Identification of Employees

27. On duty uniform members will provide their surname, badge number, and rank if requested to do so by the public.
28. Plainclothes members will also comply with requests to identify themselves, unless they are involved in duties that require their identity be concealed.



29. Police staff may, if they so choose, restrict identification to their employee number in communication with the public.

Conflicting Orders

30. Members will obey a lawful order or directive issued by a member senior in rank. This also includes any such order or directive relayed through any member. When two or more lawful orders or directives are given that may be in conflict, the police officer will:
- a) inform the supervisor or member issuing the order about the conflict so that it can be resolved; and
 - b) follow the last order given.
31. When the conflicting order is not altered or retracted, the member will not be responsible for disobedience of the original order or directive.

Presentation to the Delta Police Board and Chief Constable

32. An employee will not make a complaint or other representation to the Board, except through the Chief Constable or a recognized representative of CUPE or the Association. This does not apply to complaints about the actions of the Chief Constable, which must be made directly to the Board or to the Office of the Police Complaint Commissioner in accordance with the *Police Act*.
33. Formal communications to the Chief Constable will be made in writing, and will be submitted to the member's supervisor who will forward the communication through the chain of command. Communications of a highly confidential nature may be handed personally to the Chief Constable.