



Sheridan Police Department
Policies and Procedures
8.3
Chapter 8 – Employee Conduct
Section 3 – Acts & Statements

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Updated: 11/08/2021

Signature:

Acts and statements of employees shall be consistent with objectives of the department and good manners.

8.3.1 Acts and Statements of Employees

- A. No employee of the department shall speak derogatorily of any race, nationality, creed, or the belief of any person. Employees on duty shall not engage in religious discussion to the point where their statements conflict with the objectives of the department, good discipline, or good manners.
- B. Officers shall not perform any acts or make any statements, oral or written, for publication or otherwise, which:
 - 1. Tends to bring the department or its administrative officers into disrepute or ridicule;
 - 2. Destructively criticizes the department or its administrative officers in the performance of their official duties;
 - 3. Tends to disrupt or impair the performance of official duties and obligations of employees of the department; or
 - 4. Tends to interfere with or subvert the reasonable supervision or proper discipline of employees of the department.
- C. Employees of the department may address any public gathering for educational presentations after gaining approval from a supervisor. Employees may appear on radio or television programs or write articles or manuscripts for publication concerning the operation or general duties of the department, providing it has been authorized by the chief of police.
- D. Business or personal cards, which refer to the department, shall be used by employees only in connection with official business and shall conform to the approved departmental form as issued or authorized by the chief of police.
- E. Officers shall not use another officer's badge or official police credentials; nor shall they knowingly permit any person not appointed in this department to use a Sheridan Police Department badge or official credential at any time.
- F. Employees shall not permit the use of their photographs or names for advertising purposes; or by testimonial, recommendation, or other means participate in any advertising scheme or enterprise related to or based upon their employment with the department, without the approval of the chief of police. Employees at no time shall seek personal publicity, to include social media, either directly or indirectly in the course of their employment. All personal appearances as members of the police department shall be on behalf of the Sheridan Police Department.

- G. No employee shall solicit, directly or indirectly, the influence or intercession, or accept the personal or financial aid of any person or persons, to affect their transfer or promotion, or to promote their private interests to those of a superior officer. No employee shall, by using the uniform, badge, or prestige of the department, interfere with or subvert the reasonable supervision or proper discipline of officers of the department.
- H. Employees should avoid regular or continuous associations or dealings with persons whom they know, or should know, are racketeers, sexual offenders, professional gamblers, suspected felons, persons under criminal investigation or indictment, or who have a reputation in the community for present involvement in felonious or criminal behavior, except as necessary for the performance of official duties or where unavoidable because of other pre-existing personal relationships.
- I. Members shall not shop or trade while on duty nor devote any of their on-duty time to the pursuit of private business.
- J. No city facilities or equipment may be used in the pursuit of private business.