

# Harveysburg Police Department

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100	June 10, 2009	June 10, 2009	ALL HPD Officers
<b>Referenced CALEA Standards:</b>		<b>Policy Title:</b>	
1.1.1, 1.1.2, 1.2.7, 1.2.9a, 11.5.1, 16.1.2, 45.2.1		Philosophy of Service	

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**100.001 Policy** - The Harveysburg Police Department is responsible for the protection of life and property, the maintenance of peace and order, the provision of emergency and other police services to the public, and the consistent, impartial enforcement of the law. The achievement of these goals requires all employees of the department to perform their duties in a professional manner and in a way that earns the respect, trust, and cooperation of the public we serve.

**100.002 Values** - Values are the foundation for the Department's philosophy of service, mission statement, goals and objectives and ultimately the performance of each individual employee and the Department as a whole. As such the department has adopted the following values:

- The Department strives to make the best use of its available resources.

- The Department requires the highest standards of integrity and professionalism from its members.
- The Department recognizes the use of technology and its application to public safety management and operations.
- The Department is dedicated to providing all its members with a positive working environment.
- The Department recognizes that teamwork is essential to fulfilling our mission.
- The Department will assertively investigate criminal activity while ensuring the rights of individuals are not violated.
- The development of a safe and secure community is a responsibility that is shared by the public, police and other governmental agencies.

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**100.10 Mission Statement** – Excellence in service to the public is the ultimate goal of the Harveysburg Police Department. The service provided to each individual should reflect our very best efforts and resources. Our daily activities and efforts should be channeled to improving the quality of life in our community.

**100.20 Consistency** – Any person who comes into contact with more than one employee of the Harveysburg Police Department at different times should be able to expect similar police responses to similar behavior, circumstances, or requests for service. When the law is not evenly enforced and service is not consistently provided, there follows a reduction in respect for the law and resistance to its enforcement, as well as a loss of community support and cooperation for the department and its personnel.

**100.30 Discretion** – The very nature of police work necessitates that the department’s employees use their individual discretion when deciding whether to take official action, and if so, which action to take. Therefore, both the department and the public must be confident that all employees will use good judgment when exercising discretion in the course of their official duties. Whether the situation involves a use of force, a decision to arrest, the detention of a traffic violator or criminal suspect, or the handling of a routine call or request for service, discretion in

decision-making must always be within the limits established by law and by the overall philosophy and specific policies and procedures of the department. It also must always be objectively reasonable under the circumstances, based on the information and options available at the time. And it should reflect common sense and courtesy. Each employee must be held accountable for his/her use of discretion and should be prepared to explain and justify all discretionary decisions.

**100.40 Non-Discrimination** – While the discretion that is essential in police work inevitably results in some degree of variation in the handling of matters from case to case, the department recognizes that biased or discriminatory law enforcement practices are inherently unfair, undermine the confidence of those we serve, and diminish the quality of life in our community. The ethics of law enforcement require that we be guided by the principles of honesty and fairness, that we provide equal protection under the law to all people, that we do not discriminate on the basis of race, color, creed, sex, age, national origin, lifestyle, or other personal bias, and that we act without regard to personal preference or influence. Therefore, discriminatory or bias-based actions in an official capacity, or that otherwise reflect on the department and its personnel, cannot be tolerated. The department must be vigilant to guard against the influence

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of prejudice in organizational and individual behavior. All employees must be held accountable for their individual actions, and all supervisors must be held accountable for the actions of their subordinates.

**100.50 Community Interaction** – The department is committed to establishing close ties with the public and responding to the needs of the community. In dealing with people, all employees must attempt to make each contact one that inspires respect for themselves and for their department. While entitled to personal beliefs and feelings, employees must not allow their personal preferences or prejudices to enter into public contacts. All employees should strive to avoid attitudes that might impair their impartiality and effectiveness. Initial contacts leave lasting impressions. Employees must strive to be tactful, patient, and courteous in all public contacts.

**100.60 Interagency Cooperation** – Recognizing that the problems of crime and public safety extend across jurisdictional boundaries, the Harveysburg Police Department is committed to working closely with all other local, state, and federal law enforcement and criminal justice agencies. All police employees are expected to communicate, coordinate, and cooperate with other agencies to the fullest extent that time and resources allow,

subject only to the restrictions of law and any case-specific requirements for confidentiality.

**100.70 Code of Ethics** – All police employees should be guided in the performance of their duties by the Police Officer's Code of Ethics:

1. As a police officer, I recognize that my primary obligation is to serve the public effectively and efficiently by protecting lives and property, preventing and detecting offenses, and preserving peace and order.
2. I will faithfully administer the law in a just, impartial, and reasonable manner, preserving the equality, rights, and privileges of citizens as afforded by law.
3. I accept that all persons, rich or poor, old or young, learned or illiterate, are equally entitled to courtesy, understanding, and compassion. I will not be disparaging of any race, creed, or class of people.
4. In the performance of my duties, I acknowledge the limits of my authority and promise not to use it to my personal advantage. I vow never to accept gratuities or favors, or compromise myself or the department in any way. I will conduct my public and private life as an example of stability, fidelity, morality, and without equivocation adhere to the same standards of conduct which I am bound by duty to enforce.
5. I will exercise self-discipline at all times. I will act with propriety towards associates in law enforcement and the criminal justice

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system. With self-confidence, decisiveness, and courage, I will accept any challenges, hardships, and vicissitudes of my profession. In relationship to my colleagues, I will endeavor to develop an *esprit de corps*.

6. I will preserve the dignity of all persons and subordinate my own self-interests for the common good. I will honor the obligations of my office and strive to attain excellence in the performance of my duties.

**100.701** Ethics training will be conducted, at a minimum, biennially for all personnel.

**100.71** Oath of Office – All sworn personnel, prior to assuming sworn status, are required to take and subsequently abide by the oath of office which will be administered by the Village of Harveysburg Mayor.

**100.80** **Peel's Nine Principles of Policing** – The basic principles of modern policing were set out more than 150 years ago by Sir Robert Peel, father of the Metropolitan Police in London. Those nine principles remain applicable today:

1. The basic mission for which the police exist is to prevent crime and disorder.
2. The ability of the police to perform their duties is dependent upon public approval of police actions.
3. Police must secure the willing cooperation of the public in voluntary observance of the law to be able to secure and maintain the respect of the public.

4. The degree of cooperation of the public that can be secured diminishes proportionately to the necessity of the use of force.
5. Police seek and preserve public favor not by catering to public opinion but by constantly demonstrating absolute impartial service to the law.
6. Police use physical force to the extent necessary to secure observance of the law or to restore order only when the expertise of persuasion, advice and warning is found to be insufficient.
7. Police at all times should maintain a relationship with the public that gives reality to the historic tradition that the police are the public and the public are the police, the police being only full-time individuals charged with the duties that are incumbent on all citizens.
8. Police should always direct their actions strictly towards their functions and never appear to usurp the powers of the judiciary.
9. The test of police efficiency is the absence of crime and disorder, not the visible evidence of police action in dealing with it.

**100.90** **Community Policing** – The modern approach of Community Policing builds upon the principles of Sir Robert Peel with its own principles:

1. Community Policing is both a philosophy and an organizational strategy that allows the police and community residents to work closely together in new ways to solve the problems of

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crime, fear of crime, physical and neighborhood decay

2. Community policing organizational strategy demands that everyone in the department, including both civilian and sworn personnel, must investigate ways to translate the philosophy into practice.
3. To implement true Community Policing, police departments must also create and develop a new breed of line officer who acts as the direct link between the police and people in the community.
4. The officer's broad role demands continuous, sustained contact with the law-abiding people in the community so that together they can explore creative new solutions to local concerns involving crime, fear of crime, disorder, and decay, with private citizens serving as unpaid volunteers.
5. Community Policing implies a new contract between the police and the citizens it services, one that offers the hope of overcoming widespread apathy, while at the same time it restrains any impulse to vigilantism.
6. Community Policing adds a vital, pro-active element to the traditional reactive role of the police, resulting in a full-spectrum of police service.
7. Community policing stresses new ways to protect and enhance the lives of those who are most vulnerable - juveniles, the elderly, minorities, the poor, the disabled, and the homeless.
8. Community Policing promotes the judicious use of technology, but it also rests on the belief that nothing surpasses what dedicated human beings, talking and working together, can achieve.
9. Community Policing must be fully integrated approach that involves everyone in the department.
10. Community Policing provides decentralized, personalized police service to the community. It recognizes that the police cannot impose order on the community from outside, but that people must be encouraged to think of the police as a resource they can use in helping to solve community concerns.