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## Standards of Conduct

### 210.1 RULES OF CONDUCT

All Sheriff's Office employees shall conduct themselves in a professional manner. Each employee shall serve everyone with **respect** and **dignity** and do so with honor, integrity, and pride.

### 210.2 DEFINITIONS

**Misconduct:** Conduct which detracts from the missions, goals, or objectives of this Office.

**Neglect of Duty:** The omission, avoidance, or disregard of duty from carelessness, indifference, or willfulness.

### 210.3 STANDARDS OF CONDUCT

A) Employees shall conduct themselves, whether on or off duty, in accordance with the Constitution of the United States, the Minnesota Constitution, and all applicable laws, ordinances and rules promulgated by legal authority, to include Minnesota POST Rules (Reference 210.3.1)

B) Employees shall not knowingly exceed their authority in the enforcement of the law.

C) Deputies shall comply with the Carver County Law Enforcement Code of Ethics (Reference 210.3.2).

D) Employees shall avoid any conduct in an official capacity that detracts from the public's faith in the integrity of the criminal justice system.

E) Employees shall carry out their duties with integrity, fairness, and impartiality without regard to race, ethnicity, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, or age.

F) Employees shall truthfully, completely, and impartially report, document, testify, and present all facts and evidence, and not knowingly make false accusations of any law violation. This provision shall not prohibit the use of deception during criminal investigations or interrogations as permitted under law.

G) Employees must obey lawful orders, and shall refuse to obey any orders the employee knows would require the commission of an illegal act. Employees of the Office shall promptly obey any lawful order from any supervisor. Any conflict with a previous directive may be challenged. The employee shall **respectfully** call attention to the conflict or any other conflict that may arise from the order. If the supervisor giving the challenged order does not resolve the conflict, their order shall stand and the responsibility shall be theirs. The employee obeying the order shall not be held responsible for disobedience.

H) Employees learning of conduct or observing conduct which is in violation of any law or policy of this Office shall report the incident to a supervisor.

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- I) Employees shall not, in the course of their duties, engage in any sexual contact or conduct constituting lewd behavior.
- J) Employees shall avoid regular personal associations with persons who are known to engage in criminal activity. This rule does not prohibit associations necessary in the performance of official duties, or associations unavoidable because of the employee's personal or family relationships.
- K) Employees shall be civil and respectful in their dealings with the public, associates, superiors, and subordinates.
- L) Employees shall promptly advise any inquiring citizen of the Office's complaint procedure, and shall follow the established Office policy for processing complaints.
- M) Employees shall not use their official position, identification cards or badges for obtaining privileges not otherwise available to them. Employees shall not lend to another person their identification cards or badges or permit these items to be photographed or reproduced without approval of the Sheriff.
- N) Employees shall not authorize the use of their names, photographs, or titles in a manner that identifies the employee as a member of this Office in connection with advertisements for any product, commodity, or commercial enterprise.
- O) Employees shall maintain a neutral position with regard to the merits of any labor dispute, political protest, or other public demonstration while acting in an official capacity. Employees shall not make endorsements of political candidates, while on duty, or while in uniform.
- P) Employees shall avoid influencing official actions of other employees in matters impacting persons with whom the employee has or has had a business, employment, or significant personal relationship. This section does not prohibit employees from expressing their views on existing, proposed, or pending criminal justice legislation in their official capacity.
- Q) Employees shall observe and maintain the confidentiality of information entrusted to them.
- R) Employees shall not publicly criticize the operation or personnel of the agency if such criticism clearly undermines the mission, goals, or objectives of the Office.
- S) Employees shall avoid any conduct while on duty which is reasonably likely to cause neglect of duty.
- T) Supervisors shall not knowingly permit members of their command to violate any law or directive.
- U) Employees of this Office shall not ignore flagrant violations of the law that may come to their attention through citizen complaints, by their own observations, or through their own investigations. Employees are reminded that these violations constitute neglect of duty, however recognizing that **DISCRETION** and justified priorities call for less than total enforcement.

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V) Civilian employees do not have arrest authority beyond that of other citizens and shall not use their employment with the Sheriff's Office as authority to, or responsibility for, enforcing the law except as authorized by statute and county ordinance.

W) No employee shall use tobacco products while making personal contacts with citizens in the course of their official duties or while engaged in police activities in public view.

#### 210.3.1 MINNESOTA POST RULES

##### Minnesota Rules, Table of Chapters 6700

6700.0100 – Definitions (Including Peace Officer and Part-time Peace Officer)

6700.0200 – Statutory Authority

6700.0300 – Professional Peace Officer Education

6700.0400 – Certification of Schools

6700.0401 – Classroom Discrimination: Procedures

6700.0500 – Peace Officer Licensing Examination

6700.0501 – Reciprocity Licensing Examination

6700.0600 – Licensing Examinations

6700.0601 – Examination Standards

6700.0700 – Minimum Selection Standards

6700.0701 – Notification of Conviction

6700.0800 – Licensing of Peace Officers

6700.0900 – Continuing Education

6700.0901 – Definitions

6700.0902 – Accreditation

6700.1000 – License Renewal

6700.1101 – Part-Time Peace Officers

6700.1105 – Definitions

6700.1110 – Supervision of Part-Time Peace Officer

6700.1115 – Hours Worked by Part-Time Peace Officer

6700.1125 – Policy Distribution

6700.1130 – Termination of Part-Time Peace Officers

6700.1300 – Transition from Part-Time Peace Officer to Peace Officer

6700.1400 – Inactive Status of Peace Officer Licenses

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- 6700.1600 – Violation of Standards of Conduct
- 6700.1610 – Reporting Obligations and Cooperation
- 6700.1700 – Complaint Procedures
- 6700.1710 – Disciplinary Actions for Violations of Administrative Rules
- 6700.1800 – Reimbursement to Local Units of Government
- 6700.2000 – Definitions
- 6700.2100 – Scope
- 6700.2200 – Development of Written Procedures
- 6700.2300 – Affirmation of Compliance
- 6700.2400 – Copies of Procedures
- 6700.2500 – Documentation of Complaints
- 6700.2600 – Processing of Complaints
- 6700.2700 – Police Pursuits
- 6700.2701 – Establishment of Police Pursuit Procedures
- 6700.2702 – Training Requirements
- 6700.2703 – Copies of Procedures
- 6700.2704 – Affirmation of Compliance

#### 210.3.2 CARVER COUNTY LAW ENFORCEMENT CODE OF ETHICS

##### **Carver County Sheriff's Office Law Enforcement Code of Ethics**

As a law enforcement member of the Carver County Sheriff's Office, 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 persons to liberty, equality and justice.

I will keep my private life honorable, 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 and in both my personal and official life. I will maintain my integrity by being exemplary in obeying the laws of the land, regulations and policies of the office. Whatever, I see or hear of a confidential nature or that is confided to me in my official capacity will be kept in confidence unless revelation is necessary in the performance of my duty.

I will be respectful and never act officiously or permit personal feelings, prejudice, animosities or friendships to influence my decisions. 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.

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

### **210.4 REFERENCE**

MS 626.8457

MN POST Rules 6700