



**North Las Vegas Police Department  
North Las Vegas, Nevada  
Policy Manual**

**Subject: Performance Issues**

PO - 3.01

Chapter: Rules and Regulations

Date Issued or Revised: 10/06

**3.01.01 Unsatisfactory Performance**

Members shall perform their duties with the highest standards of efficiency to carry out the functions and objectives of the Department. Indications of unsatisfactory performance include, but are not limited to, a lack of knowledge to apply laws required to be enforced; unwilling or unable to perform assigned tasks; fail to conform to work standards for the rank, grade, or position; fail to act appropriately on the occasion of a crime, disorder, or other condition deserving police attention; or absence without leave. These following examples may also be considered evidence of unsatisfactory performance: performance deficiencies or written records of infractions of rules, regulations, directives, or orders of the Department for the time period set by current labor agreements.

**3.01.05 Neglect of Duty**

Employees will remain attentive to assigned responsibilities, respond in a prompt manner appropriate to the circumstance when dispatched or ordered to respond to a situation, and remain awake on duty. Postponing response or failure to respond without proper justification may be considered neglect of duty. While on Department property, all employees will wear their identification badges.

Employees will not malingering or shirk duties, enter taverns, theaters or other establishments, or attend public entertainment except to further job duties, or gamble on duty unless in the performance of duties. Employees wearing clothing that identifies them as City employees will not gamble or consume alcoholic beverages.

Employees will not read personal reading material on duty other than reading material related to their specific position or this Department. Reading of personal reading material is to be limited to breaks and lunch periods.

**3.01.10 Insubordination**

### *Definition*

The act of being disobedient to authority; refusal to obey an order which a superior officer is entitled to give and have obeyed; the willful neglect or deliberate refusal to obey any lawful order; flouting the authority of any superior by manifest disrespect, or by disputing orders.

Off-duty personnel will be subject to lawful orders from Departmental authority.

### **Policy**

All insubordination is subject to disciplinary action. Employees shall promptly obey and perform all legal duties required by superiors, regardless if such duties are specifically assigned to them in any rules or procedures. Should a lawful order given by a superior conflict with a previous order or published directive, the employee(s) will respectfully bring the conflict to the attention of that superior officer. The superior officer will take any steps to correct the conflict and, at the same time, assume responsibility for the subordinate's actions.

\* Unless specified, the most recent order received is to be the first order carried out.

Lawful orders may be conveyed or relayed from a superior by an employee of the same or lesser rank. Employees shall treat superiors, subordinates, and fellow employees with respect. When on duty, particularly in the presence of others, superiors shall be addressed or referred to by rank or title.

### **3.01.15 Delegation of Authority**

Employees are responsible to effectively execute their responsibilities. They are to be carried out within the boundaries of rules, regulations, manuals, written directives, supervisory instruction, and applicable laws. Supervisors are to ensure any delegated responsibility is matched by clearly ascribed and enforced commensurate authority to carry out assignments. Employees are accountable for their use of delegated authority or for failure to use such authority.

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