

# **Cumberland, Indiana Police Department**

## **Professionalism**

All members of the Cumberland Police Department are reminded that professionalism, ethics and integrity are of paramount importance in the law enforcement community. Members are held to the same department standards of conduct whether on or off duty. An employee's actions must never bring the department into disrepute, nor should conduct be detrimental to its efficient operation. Employees may only operate department equipment for its intended purpose and are restricted to using department electronic messaging systems (e-mail, MDT, laptop, texting, etc.) for official business only.

Employees are prohibited from posting any material on a personal or public Internet site that could cause a negative public perception or adversely affect the reputation of the police department or any of its employees. Employees will not identify themselves as a member of the Cumberland Police Department, either by text, photograph, or image depicting the uniform, badge, patch or logo, in any manner that reflects a lack of good moral character or would bring unfavorable criticism upon the department. Official department logos and images are restricted to official use only and may not be released, distributed, or replicated without written permission from the Chief of Police or designee.

Officers are responsible for knowledge of and compliance with all CPD general orders, Rules and Regulations, and other department or Town directives, in their entirety. Officers found to be in violation are subject to disciplinary action.

Employees shall not use their official position, official identification cards, or badges for the following:

- \* personal or financial gain, exception would be approved part time employment
- \* obtaining privileges not otherwise available to them except in the performance of duty
- \* avoiding consequences of illegal acts

Employees are prohibited from using information gained through their position as law enforcement employees to improve their financial position or to advance the private interests of themselves or others.

Employees shall not lend to another person their identification cards or badges or permit them to be photographed or reproduced without the approval of the Chief of Police.

Employees shall not authorize the use of their names, photographs, or official titles, which identify them as employees in connection with testimonials or advertisements of any commodity or commercial enterprise, including political advertisement, without the approval of the Chief of Police.

Employees shall not place or allow photographs or depictions of themselves dressed in uniform, and/or displaying official identification, patches and badges, on Internet sites such as “My Space,” or “You Tube,” etc., for any reason, without the approval of the Chief of Police.

Photographs of the inside of the building as well as any crime scene will not be posted.

Employees shall not reproduce, publish or post to the Internet or any other public forum, any photograph(s) depicting CPD equipment, logos, or other identifying property without express written permission by the Chief of Police. No employee will represent themselves in a public forum as an employee of CPD with other information, opinion, or posture that would bring embarrassment to the department.

Employee shall not use any personal equipment to procure information for personal use other than that necessary for gathering information under the color of authority, whether photographic, sonic or other information that may be considered evidentiary. Only equipment issued by the department may be used to gather data and any data gathered shall not be reproduced in a public forum by the employee.

### **Use of Electronic Technology**

The developments in electronic technology (computers, software, programs, and information available through the internet and web sites) are an invaluable resource to assist us in the performance of our duties. However, this technology has the capability to act as a double-edged sword; it presents opportunities to access and use technology in both legitimate and illegitimate ways. Whether on duty or off duty, in uniform or plain clothes, we represent the Cumberland Police Department.

Accordingly, to achieve and maintain the public’s highest level of respect, we must place reasonable restrictions on our conduct and appearance, both on and off-duty. Due to the advancements in technology and the ever increasing rate at which we use and rely on that technology, our Department must look closely at the manner in which our employees access and use that information.

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