



Dallas Police Department General Order

Code of Conduct Table of Contents

U. RENEÉ HALL
CHIEF OF POLICE

Revised 01/30/07

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Dallas Police Department Code of Conduct

Chapter I U. RENÉ HALL CHIEF OF POLICE

Revised 04/24/2013

AUTHORITY AND PURPOSE

- 1.1 The Code of Conduct of the Dallas Police Department is promulgated by the Chief of Police by authority of Chapter XII, Section 2 (1), of the Charter of the City of Dallas, 1907, as amended.

This directive is for departmental use only and does not apply in any criminal or civil proceeding. The Department policy should not be construed as a creation of higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this directive will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting.

- 1.2 The Code of Conduct of the Dallas Police Department is designed to promote efficiency, discipline, and good public relations by setting forth policies governing the conduct of every member of the Police Department, both sworn and non-sworn, on and off-duty. The terms *sworn member* and *officer* refer to any person commissioned as a Police Officer under the Charter and Ordinances of the City of Dallas and qualifying as a peace officer under Article 2.12 of the Texas Code of Criminal Procedure. The terms *member* and *employee* refer to any full time or part time permanent employee of the City of Dallas assigned to the Police Department whether sworn or non-sworn (civilian). The use of the terms *he* and *his* to refer to a member of the Department shall indicate either a male or female employee.
- 1.3 The provisions of the City of Dallas Administrative Directives, the City of Dallas Personnel Rules, the City of Dallas Code of Ethics (Chapter 12A, Dallas City Code), the Civil Service Board Code of Rules and Regulations, the Police Department General Orders and Code of Conduct, and departmental procedures and policy shall apply to all members of the Police Department.
- 1.4 The Dallas Police Department Code of Conduct and General Orders are founded on well-recognized standards of behavior and ethics. Police Officers are held to higher standards than others employed in public service because they alone have the power to limit individual freedom. The Law Enforcement Code of Ethics and the Canons of Police Ethics are included as addenda to this Code of Conduct to provide officers with a philosophical basis for our rules and regulations.



Dallas Police Department Code of Conduct

Chapter II

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CHIEF OF POLICE

Revised 04/24/2013

SCOPE

- 2.1 The provisions of the Code of Conduct shall be observed by all members of the Department in order to maintain the confidence, respect, and support of the public.
- 2.2 Violations of the Code of Conduct, the City of Dallas Personnel Rules, Administrative Directives, the City of Dallas Code of Ethics (Chapter 12A, Dallas City Code), the Civil Service Board Code of Rules and Regulations, the Charter of the City of Dallas, the Ordinances of the City of Dallas, and/or laws of the State of Texas or the United States, and departmental regulations shall subject the offender to disciplinary action which may take the form of a verbal or written reprimand, reduction in rank, grade, or step, and/or suspension or discharge from employment. Action taken will depend on the degree of severity of the offense, the record of the offender, and the seriousness of the consequences of the violation.
- 2.3 Disciplinary action under the Code of Conduct will be in accordance with the Civil Service Board Code of Rules and Regulations, and such actions against non-sworn employees will also be in accordance with the City of Dallas Personnel Rules. All disciplinary actions will be based on preponderance of the evidence and just cause.
- 2.4 Pursuant to the authority granted by Chapter XII, Section 4, of the Charter of the City of Dallas, the Chief of Police shall have the exclusive right to suspend or discharge any employee who may be under their jurisdiction and control for incompetence, neglect of duty, immorality, drunkenness, the improper use of any substance that modifies behavior, or failure to obey orders given by proper authority or the orders, rules, and regulations promulgated by the Chief of Police.
- 2.5 Employees are required to establish and maintain a working knowledge of this Code of Conduct, of all laws and ordinances in force in the City of Dallas, and the written rules and policies of the Department and divisions thereof. In the event of improper action or breach of discipline, it will be presumed that the employee was familiar with the law, rule, or policy in question.
- 2.6 The failure to comply with the Code of Conduct, the General Orders, and all other orders, policies, and directives issued by proper authority will subject the offender to disciplinary actions as prescribed in Chapter II, Section 2.2, of the Code of Conduct.
- 2.7 Any employee who, by an act or conduct, attempts to violate or conspires with any person to violate the Charter of the City of Dallas, the City of Dallas Administrative Directives, the City of Dallas Code of Ethics (Chapter 12A, Dallas City Code), City of Dallas Personnel Rules, the Civil Service Board Code of Rules and Regulations, Ordinances of the City of Dallas, the Police Department General Orders and Code of Conduct, or departmental procedures or policy shall be subject to the same discipline as though the actual violation had been accomplished.



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Chapter III

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CHIEF OF POLICE

Revised 12/10/10

GENERAL REQUIREMENTS

- 3.1 Within the City of Dallas, officers shall at all times take appropriate action to:
- A. Protect life and property.
 - B. Preserve the peace.
 - C. Prevent crime.
 - D. Detect and arrest violators of the law.
 - E. Enforce all federal, state, and local laws and ordinances coming within departmental jurisdiction.
- 3.2 Employees shall observe and give effect to the policies of the Department.
- 3.3 No employee shall procure appointment in the Department by means of willful misrepresentation or omission of any fact concerning their personal history, qualifications for employment, or physical condition.
- 3.4 Officers shall carry their badge, identification card, and warrant of appointment at all times. Officers shall:
- A. Give their name and badge number to any person upon request. It will be given in writing when specifically requested by a citizen.
 - B. Give the name and badge number of any or all officers that have responded to a police incident to any person at the scene upon request. It will be given in writing when specifically requested by a citizen.
 - C. Provide identification when requested.
- 3.5 Employees shall provide the name and business telephone number of the employee's immediate supervisor upon request by any person.
- 3.6 Officers must be armed at all times while on duty in the City of Dallas unless directed not to carry a weapon by the Chief of Police. When an officer is on duty, the weapon shall conform to the standards and required qualifications as set forth in the General Orders.
- 3.7 With the exceptions listed, an officer at their option, when off-duty, may be armed with a departmentally approved make and caliber weapon. If armed, the officer must be currently qualified with that weapon as set forth in the General Orders.
- Exceptions: An officer must be armed with a departmentally approved weapon:
- A. At any time when in a city vehicle.
 - B. At any time when in uniform.
 - C. When performing police related off-duty employment.
- 3.8 No officer, when dressed in civilian clothes, shall wear or carry a weapon in such a manner that it will attract attention or be in open view in public or while performing any court function, with the exception of when in normal investigative work areas and adjacent hallways.
- 3.9 No employee shall wear the uniform, be armed, or carry their badge, warrant, or identification card while under suspension.
- 3.10 An officer shall immediately surrender their badges, warrant of appointment, identification card, and city-issued weapon to the supervisor or commanding officer notifying the offender of his or her suspension.
- 3.11 Employees shall not willfully damage any city property or equipment or property or equipment belonging to any citizen or other entity unless lawfully required to do so in the performance of their duty.
- 3.12 Employees shall not cause damage to city property or equipment or property or equipment belonging to a citizen or other entity by improper handling or negligence.
- 3.13 Sworn employees will maintain minimum departmental standards in addition to the Texas Commission on Law Enforcement (TCOLE) requirements necessary for licensing of a Texas Peace Officer. Without written approval from the Chief of Police, no officer, by direct act or omission, will fail to maintain departmental standards and TCOLE requirements. Failure to maintain standards as specified by the Dallas Police Department will subject the officer to administrative action or termination.



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Chapter IV

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CHIEF OF POLICE

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PROFESSIONAL CONDUCT AND PERSONAL BEARING

- 4.1 Dereliction of duty on the part of any employee, detrimental to the proper performance of the functions of the Department, is cause for corrective action. The following subsections constitute dereliction of duty.
- A. Failure of a supervisor or commander to immediately take action when a violation of rules or regulations comes to their attention, regardless of the supervisor's or violator's assignment or rank within the Department.
 - B. Failure to deliver to the official departmental custodian any property found by, confiscated by, or relinquished to officers of this Department without undue delay and, in any event, before their tour of duty is ended.
 - C. Failure to place evidence in its officially designated place for preservation and storage.
 - D. Failure to take appropriate police action to aid a fellow peace officer exposed to danger or in a situation where danger might be impending.
 - E. Cowardice or failures to perform police duties because of danger.
 - F. Any action that places any person in greater danger than is necessary for the proper performance of the employee's duties.
 - G. To offer, agree to accept/deliver, or solicit a bribe. (A bribe shall be defined as a gift, emolument, money, thing of value, testimonial, appointment or personal advantage, or the promise or solicitation of same for the purpose of obtaining special privileges or personal gain by the donor or other person.)
 - H. For the purpose of protecting life and property, officers will always be considered on duty while in the City of Dallas and shall be prepared to act to the extent possible any time circumstances indicate their services are required.
- The above enforcement action will not include:
- 1. Enforcement of laws of a Class C Misdemeanor nature or traffic enforcement when out of uniform and off-duty unless in an off-duty employment capacity and with prior supervisory permission.
 - 2. Enforcement responsibilities beyond the ability of the officer when he is not armed. (Appropriate action in such cases may include calling 911.)
- 4.2 No employee shall be convicted of, nor commit, any act or omission which is defined as a criminal act.
- 4.3 No employee shall engage in any conduct which adversely affects the morale or efficiency of the Department or which has a tendency to adversely affect, lower or destroy public respect and confidence in the Department or officer.
- 4.4 No employee, when acting outside the course and scope of their duties, shall precipitate, cause, or escalate a disturbance or police incident to their discredit.
- 4.5 No employee shall fail or deliberately refuse to obey a lawful order given by a supervisory member including any order relayed from a superior by an employee of same or lesser rank.
- 4.6 Employees shall treat supervisory members, subordinates, and associates with respect. They shall be courteous and civil at all times in their relationships with one another.
- 4.7 Employees shall not publicly criticize or ridicule the Department, its policies, or other employees by talking, writing, or expressing in a manner which:
- A. Is defamatory.
 - B. Is obscene.
 - C. Is unlawful.
 - D. Tends to impair the operation of the Department by interfering with its efficiency, by interfering with the ability of supervisors to maintain discipline, or by a reckless disregard for the truth.
- 4.8 No employee shall be under the influence of drugs or be a user of drugs when such drugs are not prescribed by a physician or dentist or to take drugs in a manner not prescribed by a physician or dentist.



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- 4.9 Employees will notify a supervisor in their chain of command when they are taking any drug prescribed by a physician or dentist which might impair their ability to operate a motor vehicle or which might affect their judgment. (When notice is provided by prescription label).
- 4.10 Officers shall not use any unnecessary or inappropriate force against any person.
- 4.11 No employee shall at any time ridicule, mock, deride, taunt, or belittle any person.
- 4.12 No employee shall willfully embarrass, humiliate, or shame any person.
- 4.13 No employee shall willfully harass any person nor take any action in a manner that might excite a person to violence.
- 4.14 No employee shall use loud or harsh language in performance of official duties except as necessary to gain control of an escalating situation.
- 4.15 No employee shall use indecent or profane language in the performance of official duties or in the presence of the public.
- 4.16 No employee will make any comment or expression, either written or oral, which would deride, demean, condemn, or ridicule any person based upon their race, ethnicity, sex, religion, or sexual orientation, either on-duty or off-duty, if such comment or expression will tend to generate controversy and disruption within the Department, impede upon the Department's general operation and performance, and affect working relationships necessary to the Department's proper functioning.

While on-duty or on City premises, employees' will neither display nor wear items that they know another person could reasonably consider offensive
- 4.17 Employees will be courteous and civil when dealing with members of the public or other City employees. Employees will not treat members of the public or other employees in a discourteous, irresponsible, or indifferent manner.
- 4.18 No employee shall solicit any funds for the purpose of buying a gift for any member of the Department. However, employees may solicit nominal amounts from members of their section or division for gifts for retiring fellow members or for special circumstances with permission of the Bureau or Division Commander.
- 4.19 No employee shall receive any money or gifts from any type of solicitation except when retiring from the Department or for special circumstances approved by the Bureau or Division Commander.
- 4.20 No employee shall conduct himself in the offices and buildings of the Department in a manner that would discredit the police service.
- 4.21 No employee shall engage in any form of gambling in the police clubrooms, locker rooms, assembly rooms, or any other police facilities.
- 4.22 No employee shall engage in *horseplay* or the playing of pranks while on duty or in police facilities.
- 4.23 Uniformed employees will render appropriate honors to the United States flag and national anthem during ceremonial functions by assuming the position of attention and placing the right hand over the heart (indoors) or saluting (outdoors). Employees in civilian clothing will render appropriate honors by assuming the position of attention and placing the right hand over the heart (both indoors and outdoors).



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Chapter V

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RESPONSIBILITIES AND GENERAL CONDUCT ON DUTY

- 5.1 Employees shall, at all times, respond to the lawful orders of supervisory members and other proper authorities as well as requests for police assistance from citizens.
- The administrative delegation of the enforcement of certain laws and ordinances to particular units of the Department does not relieve officers of other units from the responsibility of taking prompt, effective police action within the scope of those laws and ordinances when the occasion so requires. Officers assigned to special duty are not relieved from taking enforcement action outside the scope of their specialized assignment when necessary. All members shall perform their duties as required or directed by law, departmental rule, policy, or by order of a superior member.
- 5.2 Elements shall respond without delay to all calls for police assistance from citizens or other members.
- A. Emergency calls will take precedence. However, all calls shall be answered as soon as possible consistent with normal safety precautions and traffic laws.
- B. Except under the most extraordinary circumstances or when otherwise directed by competent authority, no element shall fail to answer any call for service directed to him.
- 5.3 Elements will investigate those incidents assigned or which come to their attention to the fullest extent within their assigned responsibilities.
- 5.4 No employee shall be absent without leave. Absent without leave shall mean:
- A. A failure to report for duty at the time and place of duty.
- B. Leaving of a place of duty or assignment without proper authorization.
- C. Any time recorded as unapproved leave without pay.
- 5.5 Unless otherwise directed, employees shall report to daily roll call at the time and place specified in proper dress and equipment. They shall give careful attention to orders and instructions.
- 5.6 It shall be the responsibility of employees who cannot report for duty due to illness to notify their supervisor at least one hour prior to their reporting time or at opening of business hours in case of office hour operations. Employees must give a telephone number and address where they can be located during their normal tour of duty.
- 5.7 Employees shall furnish the Department a telephone number and address at which they may be reached in the event of an emergency.
- 5.8 Employees shall report any change in address or telephone number within twenty-four hours of such change in the manner prescribed by current orders.
- 5.9 When employees will not be available for more than forty-eight hours at their listed telephone number and address for an emergency call, they shall notify their supervisor who shall record the time of departure, expected time of return, destination and, as far as practicable, information as to how and where they may be reached in the event of an emergency.
- 5.10 Employees are prohibited from following any other vocation that might conflict or interfere with their responsibility to the Department.
- A. Employees must receive permission from the Chief of Police to engage in off-duty employment or business activities.
- B. Officers are prohibited from holding a deputation or commission from any other law enforcement agency.
- 5.11 Employees shall remain alert, observant, and occupied with police business during their tour of duty. When on duty, employees shall devote their entire time and attention to the business of the Department.
- 5.12 Employees are prohibited from engaging in the following activities while on duty:
- A. Sleeping, loafing, or idling.
- B. Recreational reading.
The exceptions are as follows:
1. During meals while in plain clothes.



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2. During meals while in uniform and out of public view.
 - C. Conducting private business.
 - D. Carrying any articles which distracts from the proper performance of police duty.
 - E. Drinking intoxicating beverages (except in performance of a police duty, and then only with the specific consent of a commanding officer, and never in uniform).
 - F. Legal or illegal gambling (except in performance of a police duty, and then only with the specific consent of a commanding officer, and never in uniform).
 - G. Any sexual conduct.
- 5.13 Employees shall promptly submit reports that are required by the performance of their duties or by competent authority. Any required report shall be completed before the end of that tour of duty.
- 5.14 Officers shall have prior approval of their supervisor before initiating undercover investigations. In cases where officers are already deployed in an undercover capacity and they begin another assignment unrelated to the existing assignment, they shall notify their superior as soon as practical or within twenty-four hours.
- 5.15
 - A. Employees shall not consume intoxicants while off-duty and operate any city equipment while such consumption is apparent.
 - B. Employees shall not consume intoxicants while off-duty to the extent that evidence of such consumption is apparent when reporting for duty or to the extent their job performance is impaired.
- 5.16 Employees shall not be intoxicated while on duty. They shall not at any time, on or off-duty, be intoxicated in public view.
- 5.17 No employee in uniform shall purchase, possess, be under the influence of, or drink intoxicants while on or off-duty.
- 5.18 Employees shall not bring or keep any intoxicating liquor on departmental premises, except for the following purpose:

Liquor brought on departmental premises in the furtherance of a police task shall be properly identified and stored according to policy.
- 5.19 Employees on-duty or in uniform shall not enter taverns, theaters, or other public places except to perform a police service.
- 5.20 When on-duty in the presence of other members or the public, officers should be referred to by rank.
- 5.21 Employees will present a professional appearance at all times while on-duty or in uniform. Employees are prohibited from:
 - A. Chewing gum while making personal contacts with citizens in the performance of duties.
 - B. Smoking or using tobacco products while in public view or while making personal contacts with citizens in the performance of duties.
 - C. Using any tobacco products, including smokeless products such as chew or dip, while in any departmental vehicle or city facility. This also prohibits using trash receptacles as spittoons.
- 5.22 No expenditure of money shall be made or liability incurred in the name of the City of Dallas or the Department unless authorized by the Chief of Police. (Not including petty cash purchases approved by the Equipment and Procurement Section.)
- 5.23 Employees are prohibited from using City equipment, whether the City equipment is owned or leased, for any purpose other than departmental or City business. This prohibition applies to both on duty and off-duty conduct. Exceptions to this policy will require prior supervisory approval. Appropriate use of home storage vehicles will be governed by the Administrative Directives, General Orders, and Bureau or Division Standard Operational Procedures. This rule does not preclude the limited use of equipment or supplies deemed in the best interest of the Department as determined by the appropriate Bureau or Division Commander.



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Chapter VI

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PROTECTION OF PRISONERS, THEIR RIGHTS, AND THEIR PROPERTY

- 6.1 No employee shall arrest any person or search any premises or person except with a warrant of arrest, a search warrant, or where such arrest or search is authorized without a warrant under the laws of the State of Texas, the United States, or the ordinances of the City of Dallas.
- 6.2 All employees shall protect the rights of any person held in custody.
- 6.3 All employees shall protect, to the extent possible, any person being taken into custody from physical injury.
- 6.4 No employee shall falsely arrest, imprison, or direct any malicious prosecution against any person.
- 6.5 No employee shall willfully mistreat or give inhumane treatment to any person.
- 6.6 Employees shall use only such force as is necessary in effecting an arrest and maintaining custody of prisoners.
- 6.7 Officers shall use deadly force in effecting an arrest only as authorized in Chapter 9 of the Penal Code of Texas, (current version), and as prescribed by the General Orders and other orders of the Department.
- 6.8 Employees shall take all reasonable steps necessary to prevent loss or damage to property or equipment belonging to a person in custody, or which has come into possession of said employee by reason of their office.

NOTE: If loss or damage is the result of willful action or negligence on the part of the employee, the employee may be required to make restitution in addition to any corrective action under this code.



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Chapter VII

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PUBLIC ACTIVITIES

- 7.1 Employees of the Police Department who wish to engage in partisan political activity will observe the following restrictions:
- A. While in uniform or on-duty, an employee may not engage in a political activity relating to a campaign for an elective office.
 - B. An employee engages in a political activity if he:
 - 1. Makes a public political speech supporting or opposing a candidate.
 - 2. Distributes a card or other political literature relating to a campaign of a candidate.
 - 3. Wears a campaign button.
 - 4. Circulates or signs a petition for a candidate.
 - 5. Solicits votes for a candidate.
 - 6. Solicits campaign contributions for a candidate.
 - 7. Voluntarily appears, either on duty or in uniform, in any type of news-related or advertising photographs with or for a candidate for public office.
 - C. While out of uniform and off-duty, an employee may engage in the political activities as listed in Section B. with the following exception:

An employee may not solicit campaign contributions for a candidate other than from members of an employee organization to which he belongs.
- 7.2 An employee of the Department may not become a candidate for elected office except as allowed by the Dallas City Charter and Section 12A-10 of the City of Dallas Code of Ethics (Chapter 12A, Dallas City Code).
- 7.3 No employee shall seek the influence or intervention of any person outside the Department for purposes of personal preferment, advantage, transfer, or advancement. Should any employee learn of any intervention in his behalf, he shall notify his Bureau or Division Commander.
- 7.4 No employee shall become a member of any organization, association, movement or group which advocates or approves the commission of acts of force or violence to deny others their rights under the Constitution of the United States or which seeks to alter the form of government of the United States by unconstitutional means.



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CIVIL, CRIMINAL, JUDICIAL, AND ADMINISTRATIVE INVESTIGATIVE ACTIONS

- 8.1 The Department has jurisdiction in criminal cases and civil parking cases only. No employee shall render aid or assistance in other civil cases except to prevent an immediate breach of the peace or to quell a disturbance actually existing. This rule is not intended to prevent employees from informing any citizen as to steps necessary to institute a civil lawsuit.
- 8.2 No employee shall investigate any criminal case or personally file any criminal charge in a court of law against any person for a criminal offense committed against them or any member of their family except Class C misdemeanors occurring in the employee's presence while on duty. Other offenses that may be committed against them or members of their family shall be reported to the Bureau or Division of the Department having responsibility for the investigation of such offenses. The personnel of that Bureau or Division shall investigate and file such charges as may be proper.
- 8.3 Employees shall be truthful at all times when conducting any official police related business.
- 8.4 Employees shall answer questions or render material and relevant statements to a competent authority in a departmental personnel investigation when so directed.
- 8.5 Employees will not give verbal or written inconsistent, conflicting, or misleading statements regarding their conduct or performance.
- 8.6 No employee shall willfully misrepresent any matter, sign any false statement or report, commit perjury, or give false testimony before any court, grand jury, board, commission, official hearing, or Department hearing.
- 8.7 No employee shall knowingly falsify any report, document, or record or cause to be entered any inaccurate, false, or improper information on records, documents, or reports of the Department or of any court or alter any record, document, or report except by a supplemental record, document, or report. No employee shall remove or destroy or cause the removal or destruction of any report, document, or record without authorization.
- 8.8 Employees must be present and available to testify in any court or before any grand jury in any county in which the City of Dallas is located when officially notified to appear. In criminal cases outside those counties and in all civil cases employees shall respond to a legal subpoena only.
- 8.9 Employees who, for a valid reason, are unable to answer an official summons must be excused by the court or grand jury prior to the time they are scheduled to appear. The reason for the excused absence shall be reported according to procedures set forth in the General Orders.
- 8.10 Any employee who is subpoenaed or volunteers to testify for the defense in any criminal or civil trial or hearing or against the City or Department in any hearing or trial shall notify their supervisor in writing upon receipt of the subpoena or of their intention to testify prior to their appearance as a witness.
- 8.11 No employee shall accept a fee as a witness in any criminal or civil case if the matter relates to the exercise of the employee's official duties.
- 8.12 Employees shall not engage in any of the following conduct:
 - A. Interfering with the service of lawful process.
 - B. Interfering with the attendance or testimony of witnesses through coercion, bribery, or other means.
 - C. Attempting to have any Notice to Appear or traffic citation reduced, voided, or stricken from the calendar without approval of their Bureau or Division Commander.
 - D. Recommending a dismissal, reduction of charges, or other disposition of a pending criminal case which has been previously filed in any criminal court or before any grand jury except by written approval of their Bureau or Division Commander.
 - E. Taking any other action which interferes with the efficiency or integrity of the administration of criminal justice or departmental discipline.
 - F. Having knowledge of such interference and failing to inform a superior officer in writing.
- 8.13 No employee shall make known any information concerning the progress of an investigation, a known or reported law violation, a condition against which action is to be taken at a future time, or any proposed police operation to any person not authorized to receive it.



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- 8.14 Employees shall not communicate in any manner, either directly or indirectly, any information which may assist persons guilty or accused of criminal or quasi-criminal acts to escape arrest or punishment or which may enable them to dispose of or secrete evidence of unlawful activity, money, merchandise, or other property unlawfully obtained.
- 8.15 No employee shall release any police report, police record, arrest report, prosecution report, criminal history file, mug shot picture, or other record or report to any person or agency which does not have a criminal justice function unless ordered by a lawful subpoena or approved by a Bureau or Division Commander.



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Chapter IX

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Revised 04/24/2013

CONFLICT OF INTEREST

NOTE: In addition to complying with the provisions of this chapter of the Dallas Police Department Code of Conduct, employees will be responsible for complying with all provisions of the City of Dallas Code of Ethics (Chapter 12A, Dallas City Code).

9.1 Definition:

A conflict of interest arises whenever an employee intentionally disregards the public interest in favor of other interests, personal or otherwise. Likewise, a conflict exists whenever, because of personal financial interests, an employee is incapable of performing their official duties impartially or chooses not to perform them impartially. A conflict of interest may exist whenever an employee has a substantial personal or private interest in a matter that involves their duties and responsibilities as an employee. The trust of the citizenry demands that an employee takes no action that would constitute the use of City employment to advance personal or private interests.

9.2 An employee will avoid any action, whether or not specifically prohibited by law, which may reasonably tend to affect their job performance creating the effect or appearance of:

- A. Using public office for private gain.
- B. Giving preferential treatment to any person.
- C. Losing independence or impartiality.

9.3 Employees, while in uniform on or off-duty, shall not endorse or participate in any activity that might tend to bring into question the impartiality or a perception of impartiality of the Dallas Police Department toward any group in the performance of the Department's public responsibilities.

9.4 Any employee who becomes aware that he, or any person related to the employee within the second degree of consanguinity or affinity, stands to benefit financially from any action of the City of Dallas (other than through normal personnel benefits programs), shall immediately seek a written opinion of an attorney assigned to the Criminal Law & Police Unit as to any conflict of interest with the City. If a conflict is found to exist, the employee's Bureau Commander will be notified immediately and will take the action necessary to conform to the rules and regulations of the City.

9.5 All employees will avoid situations that give rise to an actual or apparent conflict between their professional responsibilities and their relationships with other employees.

9.6 Members of the Department will not enter into an on-going, lengthy, or continual financially significant off-duty employer/employee or business relationship with members in their chains-of-command. If this arrangement is seen as necessary or should a transfer or promotion create an apparent violation of this rule, members will immediately notify by memorandum the superior in the chain-of-command who is immediately above the involved supervisor. The memorandum should detail the nature and extent of such relationship.

- A. It then becomes the responsibility of that supervisor to take appropriate action to eliminate conflict, keeping the best interests of both the employees and the Department in mind.
- B. The supervisor may determine that no significant conflict exists or if conflict exists, may require:
 - 1. Changes in assigned duties.
 - 2. Changes in assignment.
 - 3. Disqualification from a particular assignment.
 - 4. Divestment by the employee of their conflicting interest.
- C. Such remedial action shall be effected in accordance with all applicable laws for notice, hearing, and review.

9.7 Employees shall not under any circumstances solicit any gift, gratuity, loan, or fee where there is any direct or indirect relation between the solicitation and their departmental membership except as provided by law and approved by the Chief of Police.

9.8 Employees shall not accept, either directly or indirectly, any gift, gratuity, reward, loan, fee discount, rebate, or special consideration arising from or offered because of police employment or any activity connected with such employment that might reasonably tend to influence the employee in the discharge of their official duties.



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Revised 04/24/2013

- 9.9 Employees shall not accept a reward or any gift, favor, privilege or employment from any public utility corporation or licensee, the granting of whose license is subject to regulation or approval by the Chief of Police, except employment as authorized by Ordinance No. 16388.
- 9.10 No employee shall receive any gift or gratuity from members' junior in rank without the express written permission of the Chief of Police.
- 9.11 Employees shall not buy anything from or sell anything to any complainant, suspect, witness, defendant, prisoner, or other person involved in any case which has come to their attention through their employment with the Department, nor can they act as an intermediary in the payment of a reward for the return of stolen property without prior written authorization by the Chief of Police. This does not prohibit from dealing with legitimate places of business.
- 9.12 Any reward paid or sent to any employee shall be promptly turned in by that employee to the Office of the Chief of Police, which shall deposit it with the secretary of the Police and Fire Pension Fund or the secretary of such other fund from which departmental employees derive benefits.
- 9.13 Employees shall not suggest, recommend, advise, or otherwise counsel the retention of any attorney or bail bond broker to any person coming to their attention as a result of police business. This does not apply when a relative or personal acquaintance of the officer seeks such service. In no case may such advice be given where a fee, gratuity, or reward is offered by, solicited or accepted from the attorney or bail bondsman.
- 9.14 No employee shall give any lawyer, bondsman, or the agent of either, or any other person unauthorized information regarding prisoners in confinement, property in custody, or records of the Department.
- 9.15 Employees shall not furnish bail or act as a principal or surety on any bail bond or bail bond application for any person charged with any type of criminal offense except members of their immediate family.
- 9.16 Except for official police duties, no employee of this Department shall associate with persons whom the employee could reasonably be expected to know were of immoral character, convicted felons, gamblers, or other persons who habitually commit violations of the law. This does not exclude an employee of this Department from associating with immediate members of their family if they fall within the aforementioned category.
- 9.17 Employees shall not permit their name or photograph to be used to endorse any product or service that is in any way connected with law enforcement without the permission of the Chief of Police. Employees shall not, without the permission of the Chief of Police, allow their name or photograph to be used in any commercial testimonial that alludes to their position or employment with the Department.
- 9.18 No employee while in uniform, on or off-duty, shall endorse or participate in any activity that would result in the perception of actual or tacit approval of that activity by the Department without the expressed permission of the Chief of Police.
- 9.19 Debts - incurrence and payment.
 - A. Employees shall not solicit subordinate members to co-sign or endorse any promissory note or other loan.
 - B. Employees shall pay all just debts and legal liabilities incurred by them.



Dallas Police Department Code of Conduct

Chapter X

U. RENEÉ HALL
CHIEF OF POLICE

Revised 01/30/07

EFFECTIVE DATE

10. 1 This Code will become effective April 12, 2000, at which time the previous Code of Conduct and its amendments will be superseded, except as provided in Chapter X, Section 10.2, of this Code.
10. 2 The previous Code of Conduct and its amendments shall remain in full force and effect for any violations which occur prior to the effective date of this Code.
10. 3 If any section, sentence, clause, or phrase of this Code is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Code.

Canons of Police Ethics

Article 1

Primary Responsibility of Job

The primary responsibility of the police service, and of the individual officer, is the protection of the people of the United States through the upholding of their laws; chief among these is the Constitution of the United States and its amendments. The law enforcement officer always represents the whole of the community and its legally expressed will and is never the arm of any political party or clique.

Article 2

Limitations of Authority

The first duty of a law enforcement officer, as upholder of the law, is to know its bounds upon him in enforcing it. Because he represents the legal will of the community, be it local, state or federal, he must be aware of the limitations and proscriptions which the people, through law, have placed upon him. He must recognize the genius of the American system of government that gives to no man, groups of men, or institution, absolute power, and he must ensure that he, as a prime defender of that system, does not pervert its character.

Article 3

Duty to be Familiar with the Law and with Responsibilities of Self and Other Public Officials

The law enforcement officer shall assiduously apply themselves to the study of the principles of the laws which they are sworn to uphold. They will make certain of their responsibilities in the particulars of their enforcement, seeking aid from their superiors in matters of technicality or principle when these are not clear to them; they will make special effort to fully understand their relationship to other public officials, including other law enforcement agencies, particularly in matters of jurisdiction, both geographically and substantively.

Article 4

Utilization of Proper Means to Gain Proper Ends

The law enforcement officer shall be mindful of their responsibility to pay strict heed to the selection of means in discharging the duties of their office. Violations of law or disregard for public safety and property on the part of an officer are intrinsically wrong they are self-defeating in that they instill in the public mind a like disposition. The employment of illegal means, no matter how worthy the end, is certain to encourage disrespect for the law and its officers. If the law is to be honored, it must first be honored by those who enforce it.

Article 5

Cooperation with Public Officials in the Discharge of Their Authorized Duties

The law enforcement officer shall cooperate fully with other public officials in the discharge of authorized duties, regardless of party affiliation or personal prejudice. They shall be meticulous, however, in assuring themselves of the propriety, under the law, of such actions and shall guard against the use of their office or person, whether knowingly or unknowingly, in any improper or illegal action. In any situation open to question, they shall seek authority from their superior officer, giving them a full report of the proposed service or action.

Article 6

Private Conduct

The law enforcement officer shall be mindful of their special identification by the public as an upholder of the law. Laxity of conduct or manner in private life, expressing either disrespect for the law or seeking to gain special privilege, cannot but reflect upon the police officer and the police service. The community and the service require that the law enforcement officer lead the life of a decent and honorable person.

Following the career of a policeman gives no person special perquisites. It does give the satisfaction and pride of following and furthering an unbroken tradition of safeguarding the American republic. The officer who reflects upon their tradition will not degrade it. Rather, they will so conduct their private life that the public will regard them as an example of stability, fidelity and morality.

Article 7

Conduct Toward the Public

The law enforcement officer, mindful of their responsibility to the whole community, shall deal with individuals of the community in a manner calculated to instill respect for its laws and its police service. The law enforcement officer shall conduct their official life in a manner such as will inspire confidence and trust. Thus, they will be neither overbearing nor subservient, as no individual citizen has an obligation to stand in awe of them nor a right to command them. The officer will give service where they can, and require compliance with the law. They will do neither from personal preference or prejudice but rather as a duly appointed officer of the law discharging their sworn obligation.

Article 8

Conduct in Arresting and Dealing with Law Violators

The law enforcement officer shall use their powers of arrest strictly in accordance with the law and with due regard to the rights of the citizen concerned. Their office gives them no right to prosecute the violator or to mete out punishment for the offense. They shall, at all times, have a clear appreciation of their responsibilities and limitations regarding detention of the violator; they shall conduct themselves in such a manner as will minimize the possibility of having to use force. To this end they shall cultivate a dedication to the service of the people and the equitable upholding of their laws whether in the handling of law violators or in dealing with the law-abiding.

Article 9

Gifts and Favors

The law enforcement officer, representing government, bears the heavy responsibility of maintaining, in their own conduct, the honor and integrity of all government institutions. They shall, therefore, guard against placing themselves in a position in which any person can expect special consideration or in which the public can reasonably assume that special consideration is being given. Thus, they should be firm in refusing gifts, favors, or gratuities, large or small, which can, in the public mind, be interpreted as capable of influencing their judgment in the discharge of their duties.

Article 10

Presentation of Evidence

The law enforcement officer shall be concerned equally in the prosecution of the wrongdoer and the defense of the innocent. They shall ascertain what constitutes evidence and shall present such evidence impartially and without malice. In so doing, they will ignore social, political, and all other distinctions among the persons involved, strengthening the tradition of the reliability and integrity of an officer's word.

The law enforcement officer shall take special pains to increase their perception and skill of observation, mindful that in many situations their's is the sole impartial testimony to the facts of a case.

Article 11

Attitude Toward Profession

The law enforcement officer shall regard the discharge of their duties as a public trust and recognize their responsibility as a public servant. By diligent study and sincere attention to self-improvement he shall strive to make the best possible application of science to the solution of crime and, in the field of human relationships, strive for effective leadership and public influence in matters affecting public safety. They shall appreciate the importance and responsibility of their office, and hold police work to be an honorable profession rendering valuable service to their community and their country.

LAW ENFORCEMENT CODE OF ETHICS

As a Law Enforcement Officer, 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 right of all men to liberty, equality and justice.

I will keep my private life 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 in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, 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.

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