SHERIFF OF GARFIELD COUNTY
LOU VALLARIO

107 8TH Street
Glenwood Springs, CO 81601
Phone: 970-945-0453
Fax: 970-945-6430

106 County Road 333-A
Rifle, CO 81650
Phone: 970-665-0200
Fax: 970-665-0253

GARFIELD COUNTY SHERIFF'S OFFICE
POLICY / PROCEDURE
GENERAL

SUBJECT: CODE OF CONDUCT

EFFECTIVE DATE: January 01, 2024
Revised: April 01, 2024

POLICY:
All members of the Garfield County Sheriff's Office shall conduct their personal and professional lives in accordance with existing laws as expected by law enforcement personnel and the citizens of this community.

PURPOSE:
To identify rules and regulations regarding conduct of Sheriff's Office Members.

Rules and regulations are designed as guidelines for behavior in an organization. They are not intended to cover every case that may arise, but help establish a base by which individuals will make acceptable decisions in areas that may not be specifically addressed.

METHOD:
Obedience to orders: Members will obey any order lawfully issued by a supervisor or commander; not commit any act that constitutes a violation of any Sheriff's Office rules, regulations, procedures, responsibilities, instructions or written directive; not aid, abet or incite another in the violations of rules, duties, orders, policies, or procedures of the Sheriff's Office; not violate or conspire to violate city ordinances, county resolutions, state, or federal laws. In the event of improper action or breach of discipline, it is understood that the employee is familiar with the rules, policies, procedures, responsibilities and instructions or orders.

Conduct Unbecoming: Members will conduct themselves at all times both on and off duty in a manner which reflects most favorably on the Sheriff's Office. Members will not engage in conduct prejudicial to good order and discipline or in conduct unbecoming a law enforcement officer. Members will not participate in any immoral, indecent, lewd, or disorderly conduct. Members will not utter any disrespectful, mutinous, insolent, abusive language or offensive gestures toward another member, supervisor, subordinate, staff officer or the public.

Soliciting of Bribes, Gift or Gratuity: Members will not solicit, offer, or accept a bribe, gift or gratuity. Members will not trade, barter, accept or purchase any item from any merchant at a rate lower than what is charged their regular customer, or what is considered to be below the fair market value of the item due to their position with the Sheriff's Office.

Seat Belt Requirement: Members and their passengers shall wear seat belts while operating a Sheriff/County vehicle.

Use of Tobacco Products: Tobacco products of any type* shall not be used in any Sheriff/County facilities, property, or vehicles. Additionally, tobacco products of any type shall not be used when in the presence or view of the public. **Tobacco products** include, but are not limited to: cigarettes, chewing tobacco or pouches regardless of their content, "vaping" regardless of the content, or any other visible delivery system. Products to assist with a medically managed withdrawal program are permitted. *Products that are not visible including patches and gum are allowed.

Use of Alcohol: Alcoholic beverages shall not be consumed while on duty, either in or out of uniform, except in the performance of duty. Off duty members called to a law enforcement situation who have been drinking alcoholic beverages prior to responding will advise the requesting party of their condition. No employee shall report for their regular duty assignment with ANY alcohol in their system. Supervisors are authorized to initiate an inquiry based on reasonable suspicion to include a chemical breath test. Members on duty or in uniform shall not enter liquor establishments except to perform valid law enforcement functions.

Drugs/Narcotics: Illegal drugs or narcotics, including Marijuana shall not be used at any time. If a member is under any medication that may affect his/her judgment or job performance, it is that member's duty to immediately advise his/her supervisor. A decision as to whether or not the member should continue on duty will be made at that time.

Conduct Toward Inmates: Except as may be required for the security and orderly operation of the jail, no inmate will be denied access to any program or service, or assigned or not assigned to a job, housing unit, classification status, or program solely on the basis of race, national origin, gender, religion or creed, physical handicap, political belief, or other category proscribed by statutes or regulation. No profane, demeaning, indecent, ethnic, or other discriminatory language or references will be directed toward any inmate.

Criminal and/or Traffic Violations: Any member charged with ANY criminal offense or traffic violation shall immediately report the violation to their supervisor. The supervisor shall be responsible, through chain of command, to notify the Professional Standards Division. Notification is required immediately after being charged. It is the employee's responsibility to keep their supervisor informed as to the status of the case. Any employee who has their privilege to drive suspended, revoked or denied shall notify the Professional Standards Division. Those employees whose job description requires essential driving may be terminated if the suspension, revocation or denial affects their ability to perform their job function and / or creates a liability risk for the Sheriff's Office and / or Garfield County.