



# GENERAL POLICE ORDER CLEVELAND DIVISION OF POLICE



EFFECTIVE DATE: <b>AUGUST 27, 2007</b>	REVISED DATE:	NO. PAGES: <b>1 of 2</b>	NUMBER: <b>1.3.33</b>
SUBJECT: <b>DUTY TO AVOID THE APPEARANCE OF IMPROPRIETY</b>			
ASSOCIATED MANUAL:		RELATED ORDERS:	
CHIEF OF POLICE: <b><i>Michael McGrath, Chief</i></b>			

**PURPOSE:** To provide guidelines to Division of Police members who, while engaged in their official duties (criminal, civil or administrative), have occasion where those duties involve interactions with a victim, witness, co-worker, employee, complainant, family member, acquaintance or other person that to an outside observer may create the appearance of impropriety or a conflict of interest.

**POLICY:** Trust is largely dependent upon the perceptions formed by persons whose views are from outside the process. Citizens and employees must feel secure in the belief that all dealings internal and external of the Division are free from the appearance of impropriety or a conflict of interest.

It is the policy of the Division of Police to uphold and promote the highest standards of ethics from all of its employees. Members shall never compromise their honesty or integrity, and shall always remain committed to the values of law enforcement and public service. Division members shall avoid the appearance of impropriety in their roles as public servants and shall never use their position for improper gain or influence. Reference the Manual of Rules and Regulations 3.01, 3.02, 3.07 and 3.08.

**PROCEDURES:**

- I. No member, while engaged in their duties, shall have a direct or indirect interest in the outcome of the execution of those duties, or have any outside interest that materially interferes with the ability of the Division to fulfill its mission in providing the citizens of Cleveland with fair, unbiased and impartial public service. Members shall not engage in any activity or have any interest that is incompatible with their official duties or that would impair their independence, judgment or action in the performance of those duties.

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- II. If a member's duty causes them to have a direct or indirect interest in the outcome of an investigation, or a member has occasion to know any person involved in an investigation, which would give rise to an actual or perceived potential conflict of interest and/or which would create the appearance of impropriety, the member shall immediately notify, in writing, their commanding officer that such potential conflict exists. The member shall make full disclosure to the commanding officer of the nature of the interest, conflict or appearance of impropriety
  
- III. When a commanding officer becomes aware of a potential conflict or situation which would create the appearance of impropriety, the commanding officer shall take appropriate action to eliminate the conflict of interest or the appearance of impropriety. The commanding officer shall review all pertinent facts and disclosures, and shall determine whether the member should continue with their duties involving a potential conflict or whether those duties should be reassigned to a member for whom no such conflict exists.
  
- IV. If the commanding officer determines that the member should continue in their questioned duties, the commanding officer shall notify the Chief or designee in writing explaining the justification for allowing the member to continue in those duties involving the potential conflict.