



## PROFESSIONALISM

**To consistently apply our knowledge and skills effectively and competently, having regard for confidentiality, proficiency, positive attitude, exemplary conduct and impeccable appearance.**

### Members Shall:

- Maintain sufficient competency to properly perform their duties and assume the responsibilities of their positions.
- Perform their duties in a manner that will maintain the established standard of efficiency in carrying out the functions and objectives of the Service.
- Obtain information in a professional and courteous manner. Members will act upon information in a proper and judicious manner, within the scope of their duties and consistent with the established Service procedures whenever any person requests assistance or advice, or makes complaints or reports, either by telephone or in person.
- Ensure that property and evidence that has been received by members in connection with official Service business is processed in accordance with established procedures.
- Answer all police telephones (landline or cellular) in a courteous, professional and respectful manner, in accordance with Service standards.
- Not engage in any business relationship with habitual criminals or persons of ill repute. When in doubt as to whether a business partner is considered suitable, clarification shall be sought from the Commissioner of Police.
- Not be knowingly involved in intimate relationships with criminals or persons of ill repute.
- Ensure that they report for duty at the appointed time. They shall maintain strict timeliness when reporting to all postings.
- Unless on duties that dictate otherwise, always be of impeccable appearance, being clean and tidy whilst on duty in uniform or plain clothes, in accordance with Service standards.
- Not smoke whilst on duty and in the general view of the public. Members shall also adhere to Government restrictions on smoking in government buildings.
- At all times conduct themselves in a professional manner and with professional decorum.
- Respond to public queries or issues in a prompt manner and keep complainants advised of progress and outcomes. Members shall respond in a positive manner with a problem-solving approach. Where appropriate, members shall provide the appropriate advice to direct members of the public towards other helping agencies.
- Not use cellular telephones in such a manner that detracts from professional conduct or interrupts an officer's duties.

## INTEGRITY

**To conduct ourselves with pride, honesty, impartiality and high ethical standards.**

### Members Shall:

- Act with integrity towards members of the public and members of the Service so that confidence in the Police Service is secured and maintained. They shall avoid all forms of behaviour that may reasonably be perceived to be abuse, harassment, bullying or victimisation.
- At all times respect and obey the law and maintain the standards stated in this Code. They shall, to the best of their ability, respect and support their colleagues in the execution of their lawful duties.
- Report all instances of breaches of integrity that may bring the Service into disrepute or that may amount to criminal offences.
- Report to the Commissioner any legal proceedings initiated against them, whether in relation to a criminal, traffic or civil action.
- Not commit any act of corruption or dishonesty. They shall oppose and report any such acts coming to their attention and shall be supported by members of the Service in doing so.
- Declare any relationships or involvement with known criminals in accordance with Service standards.
- Not accept any gifts, presents, subscriptions, favours or gratuities that are given with an expectation of preferable treatment. This does not extend to goodwill gestures of a minor nature where there is no expectation of favourable treatment. Members cannot accept cash gifts under any circumstances.

### And

- Wherever possible, the Service will restrict officers from participating in investigations that involve a person/persons with whom they have a close personal relationship, whether it be the victim or the accused. It is important that the Service be mindful of any potential conflicts of interest and guard against future allegations that favourable treatment was rendered due to any existing relationship. Members shall report to their supervisor any family or close relationship that exists between them and anyone involved in any matter that they are dealing with in their capacity as a police officer. Members are expected to use good judgment and common sense, keeping in mind appearances to the public and other members of the law enforcement community. In most instances, an officer with no personal connection will be assigned to handle the matter; however, there may be occasions when it is deemed necessary for an officer to investigate. A careful review of the situation will be executed by an officer of inspector rank or above prior to the making of such a decision. Such decisions will be documented.

## RESPECT

**To recognise and accept diversity within the Service and the community. To conduct ourselves impartially with open minds, being considerate, polite and fair.**

### Members Shall:

- Be courteous, respectful and civil to the public and other members of the Service.
- Be tactful in their duties, control their temper, and use the utmost patience and discretion, even in the face of strong provocation. They must maintain a neutral and impartial attitude, without indicating disinterest or that a matter is petty or insignificant.
- Refrain from using profane, coarse or imprudent language or gestures in all professional dealings with members of the public or members of the Service.
- Not express, nor demonstrate by any act, any prejudice concerning race, ethnicity, gender, sexual orientation, religion, economic status, age, cultural group or any other identifiable group.
- Develop a fair, impartial and reasonable attitude and use a manner of speech that does not antagonise, insult, defame or degrade any race, ethnicity, gender, sexual orientation, religion, economic status, age, cultural group or any other identifiable group.
- Furnish their name and service number and, when appropriate, display their warrant card in a respectful manner to any person requesting that information, when they are on duty or holding themselves out as having an official capacity, except when the withholding of such information is necessary for the performance of police duties and is authorised by the Commissioner of Police.
- Be respectful, courteous and fair to their peers, juniors and seniors in rank. When on duty and in the presence of the public, officers shall ordinarily be referred to by rank or other terms of deference.

## ACCOUNTABILITY

**To use the process which involves taking responsibility for and being answerable to others for actions or lack thereof.**

### Members Shall:

- Not abuse their authority.
- Not use excessive force.
- Be fit for duty when on call or on duty.
- Keep abreast of all Service policies and changes in legislation that affect the Bermuda Police Service.
- Meet all scheduled training requirements and re-certification.
- Ensure that they are properly prepared whenever they are required to testify in court.
- Utilise Bermuda Police Service assets (cars, computers, cell phones, etc.) only for the performance of their duties, or as approved by the Commissioner of Police.
- Strive to meet all deadlines that have been assigned. When it is apparent that deadlines cannot be met, members shall seek permission to amend the deadline and will make such application in good time.
- Ensure that they attend all meetings at which their presence has been requested. Requests to be absent from a meeting, or to send an alternate representative, shall be made in advance to the person convening the meeting.
- Ensure that all required logs, forms or reports are properly completed and submitted in a timely manner.

## DEDICATION

**To enthusiastically devote ourselves to the purpose and goals of the Organisation. To be committed to do the job to the best of our abilities.**

### Members Shall:

- Be faithful to their sworn duties and the Mission of the Bermuda Police Service, and will not allow personal motives to govern their decisions and conduct in discharging their duties.
- Strive to develop and maintain esprit de corps, morale and loyalty to the Bermuda Police Service.
- Perform their duties to the best of their abilities, at all times.
- Support their colleagues, sharing the workload and actively contributing towards service delivery.

## COURAGE

**To demonstrate the strength and fortitude to take appropriate actions in the face of adversity and the ability to endure any consequences that may follow.**

### Members Shall:

- Demonstrating courage does not mean blindly reacting to a dangerous situation. Dangerous situations should always be assessed to determine the most appropriate response.

### Members Shall:

- Attend promptly when dispatched to aid a fellow officer or to attend an incident where danger might be present.
- Have the courage to make the right decisions and take the appropriate action, even in the face of adversity or potential negative reactions.

## UNITY

**To work cohesively and harmoniously with direction and purpose towards a common goal.**

### Members Shall:

- Refrain from conduct that tends to impair the operation, effectiveness, or efficiency of the Service or its members.
- Co-operate with all legally authorised agencies and their representatives in the pursuit of justice, as authorised through the Bermuda Police Service chain of command.
- Establish and maintain a high spirit of co-operation throughout the Service. Co-operation between the ranks and units within the Service is essential to effective law enforcement.
- Not engage in statements or actions that are likely or intended to cause disaffection or disunity amongst their colleagues.
- Not make any public comment on police or government matters unless so authorised by the Commissioner of Police. Members shall not make any public political comments.
- Where they are permitted to speak on behalf of the Bermuda Police Service, ensure that the views they express are consistent with Bermuda Police Service policies and standards.

