

**RULES AND REGULATIONS
FOR THE**

**POLICE DEPARTMENT
OF THE CITY AND COUNTY
DENVER, COLORADO**

Effective 1st Day of May 1972

**Approved by the
City Attorney
Manager of Safety
Chief of Police**

RULES AND REGULATIONS

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1201 P.O.S.T. Certification Required

**POLICE OFFICER'S
OATH
City and County of Denver
State of Colorado**

I do solemnly swear by the ever-loving God that I will support the Laws and Constitution of the United States and of the State of Colorado, and the Charter and Ordinances of the City and County of Denver; and that I will faithfully perform the duties of the office of Police Officer of the City and County of Denver, to which I have been appointed.

Denver Police Department

**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 rights 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.

TERMINOLOGY

Absent Without Leave (AWOL) - Failure to report for duty without proper and sufficient reason, and without securing proper approval in advance.

Acting - Serving temporarily in a position to which the member is not ordinarily assigned usually in a position of higher rank. All the authority, responsibilities and duties of the officer in the higher position devolve upon the acting member.

Annual Leave - The vacation granted all members once each year.

Beat - An area assigned for foot patrol.

Chain of Command - The unbroken line of authority extending from the Chief of Police through a single subordinate at each level of command, down to the level of execution, and return.

CSA/Civilian Employees - Employees who are not in the Classified Service.

Classified Service - All positions and their classification which are under police civil service.

Daily Bulletin - The official publication of the Department. All directions contained in the bulletin have the force and effect of Department orders.

Directive - Permanent written orders issued by the Chief of Police, Division Chief, Bureau, District, or Unit Commander intended to guide the operations of the Department, Division, Bureau, District, or Unit under their command.

Discharge - The act of dispensing with or terminating the services of a member.

Discovery – Disclosure of all evidence and information related to any investigation within the scope of the Colorado Rules of Criminal Procedure and the Colorado Municipal Court Rules of Procedure.

District - A section of the city in which operates a police unit subordinate to the Division Chief of Patrol, Deputy Chief of Operations, and the Chief of Police.

District Commander - A Lieutenant or Captain assigned as a commanding officer in charge of a district station and district police personnel.

District Station - The police building that houses or serves district police personnel.

Emergency Procedure Plan - The plan of organization and disposition of personnel of the Department in coping with a major disaster, catastrophe, or civil disturbance.

Headquarters - The center of administrative operations and authority.

Immediately - The term is to be construed to mean as soon as possible and practical.

Incompetence - Incapable of satisfactory performance of police duties.

Inquest - The investigation of death conducted by the Medical Examiner's office.

Insubordination - The willful disobedience of any lawfully issued order by a superior officer, or any disrespectful, mutinous, insolent, or abusive language toward a superior officer.

Leave of Absence - An extended period during which an officer is granted leave from active duty without pay.

Leave - Death - The period of time during which an officer is excused from active duty by reason of the death of a near relative.

Leave - Military - A leave granted to serve in any of the recognized branches of Military Service.

Leave - Period - The rest period granted each 28-day work period during which the member is free from the performance of his/her regular duties.

Leave - Sick - The period of time during which an officer is granted leave from active duty by reason of illness

or injury, or days in excess of required accumulated reserve.

Line Operation - All activities in which members of the Patrol, Investigation, and Special Operations Divisions are engaged that directly affect the accomplishment of the police purpose.

Medical Examiner Investigator - An investigator who represents or accompanies the Medical Examiner. His/her duties are to gather factual information and evidence relative to the circumstances of death.

Member - All persons in the Classified Service on the Police Department payroll and the Chief of Police.

Neglect of Duty - Failure to give suitable attention to the performance of duty.

Off Duty - The state of a member during the rest period when he/she is free of the responsibility of performing his/her usual routine duties.

Officers - Members of the Department generally without regard to rank, division, sex, or duty. Wherever applicable, all references to he shall include she.

Off the Air - In service but not available for radio communication.

On the Air - In service with the radio equipment in operation.

On Duty - The state of a member during the period of the day (shift) when he/she is actively engaged in the performance of his/her duty.

Operations Manual - A manual prepared under the direction of the Chief of Police to outline in detail the current operating procedures of the Department.

Order - A command or instruction given by a superior to a subordinate. It may be oral or written.

Out of Service - On duty but not available for radio call or other assignment because of previous assignment, on sight police action, car trouble, etc.

Out on Traffic - Temporarily out of service but maintaining radio communication. Out on traffic for a one person car is the same as out of service.

Patrol Car - A car used by an officer in the performance of his/her patrol duties, generally, a recognizable police vehicle. A "marked car".

Plain Clothes Officer - "Any officer whose duties require him/her to wear non-uniform attire during the performance of their duties."

Post - A fixed point or location to which officers are assigned for duty.

Precinct - An area within a district assigned for motor patrol.

Procedure - It is a prescribed method of dealing with a given situation.

Report - A written or electronic communication, unless otherwise specified, relating to police matters.

Reserve Officer - A civilian who receives no pay for his/her services and whose duties are to assist the Police Department as an auxiliary officer when needed.

Rules and Regulations - A directive issued by the Chief of Police, and approved by the Manager of Safety setting forth the rules, regulations and procedures under which the police Department will discharge its responsibilities and regulate the conduct of its officers and personnel.

Shift - The period during which an officer is on duty.

Solo Motorcycle - A two wheeled motorcycle.

Special Detail - Officers, from one or more units, grouped together for a specified mission.

Special Duty - Police service, the nature of which may require that the member be excused from the performance of his/her regular duties.

Special Orders - Written order issued by the Chief of Police of a temporary nature that ordinarily does not affect the entire Department.

Staff Supervision - The supervision by a superior officer of a subordinate not under his/her direct command for the purpose of fulfilling the staff operations of the Department.

Supervisory Officer - Officers assigned to positions requiring the exercise of immediate supervision over the activities of other officers or employees.

Superior Officer - All officers with the rank of Sergeant, Lieutenant, Captain, Commander, Division Chief, Deputy Chief or the Chief of Police.]

Through Official Channels - Through the hands of superior officers in the chain of command.

Tour of Duty - The shift during which an individual member is on duty.

Uniformed Officer - Denoting an officer who wears a regulation police uniform.

Unmarked Car - A patrol car used by the uniformed or detective personnel with no recognizable police decals, lights or siren exposed.

RULES AND REGULATIONS

PREAMBLE

Officers shall obey all Departmental rules, duties, procedures, instructions, and orders; the provisions of the Operations Manual; and Mayoral Executive Orders. Failure to comply with any of the Rules and Regulations of the Denver Police Department shall be construed a violation. Members in violation shall be subject to disciplinary action. The following provisions of conduct shall be construed as a rule violation of the Operations Manual and Directives and Orders of the Denver Police Department, but not by way of limitation.

RR-100 Conduct

RR-101 Deleted 10/2008

RR-102 Deleted 10/2008

RR-102.1 Duty to Obey Departmental Rules and Mayoral Executive Orders

Officers shall obey all Departmental rules, duties, procedures, instructions, and orders; the provisions of the Operations Manual; and Mayoral Executive Orders.

RR-102.2 Requirement for Former Officers to Obey Laws, Denver Police Department Rules and Regulations, and Certain Orders during the Pendency of Appeals

Any former DPD officer:

- a. who has been separated from employment with DPD due to a disciplinary action or disqualification; and
- b. who has a pending appeal of that disciplinary action or disqualification, or whose time to file such appeal has not yet expired shall, during the time the appeal is pending or the time for appeal has not expired, obey all state and federal statutes, municipal ordinances, the Charter of the City and County of Denver, DPD rules and regulations, and orders issued to the officer by the Department that were in effect at the time of the officer's separation from DPD. If any former officer who violates this rule subsequently regains employment with the Department, by any means including an order of reinstatement, the Department may take disciplinary action against the former officer upon such return to service.

RR-103 Aid Another to Violate Rule

Officers shall not aid, abet or incite another in the violation of the rules, duties, orders, or procedures of the Department.

RR-104 Contacting of Supervisor

When ever members of the Denver Police Department are arrested for, charged with, or convicted of a criminal offense, the involved officer will immediately notify a Denver Police supervisor or command officer. In addition to the reporting requirements set forth in OMS Section 503.01(3)a,2, members of the Denver Police Department will immediately notify a Denver Police supervisor or command officer when their driving privileges have been suspended or revoked or when served with a restraining order issued as the result of allegations of domestic violence or criminal activity. Section 503.01(3)a,2, requires that any sworn personnel who becomes aware that he or she is under investigation for, or charged with, any crime has had their State driver's license revoked, suspended, or when charged with a traffic offense of eight (8) or more points shall self report such investigation or charge immediately to a supervisor, command officer, or Internal Affairs. IAB shall relay the information to the Monitor and the Manager of Safety within three (3) business days.

RR-105 Conduct Prejudicial

Officers shall not engage in conduct prejudicial to the good order and police discipline of the

Department or conduct unbecoming an officer which:

- a. May or may not specifically be set forth in Department rules and regulations or the Operations Manual; or
- b. Causes harm greater than would reasonably be expected to result, regardless of whether the misconduct is specifically set forth in Department rules and regulations or the Operations Manual.

RR-106 Deleted 10/2008

RR-106.1 Immoral Conduct

Officers shall not participate in any immoral, indecent, or lewd conduct.

RR-106.2 Sexual Misconduct

While on duty, an officer shall not engage in any conduct or solicit another to engage in any conduct for the purpose of sexual gratification, sexual humiliation or sexual abuse. The same conduct is also prohibited while off duty, either in uniform in a public place or in any vehicle or facility to which an officer has access by virtue of the officer's police authority. The consent of another to engage in such sexual conduct or sexual acts is immaterial.

RR-107 Always on Duty

Officers are held to be always on duty, although periodically relieved from the routine performance of it. They are always subject to orders from a supervisory officer and subject to calls from private persons. The fact that they may be technically off duty shall not relieve them from the responsibility of taking proper police action in any matter coming to their attention. When there is no urgent or immediate need for police action, they may request the dispatcher to turn the matter over to officers on duty in the district; but they shall take such police action as may be required prior to the arrival of the dispatched officers.

RR-108 Deleted 10/2008

RR-108.1 Plainclothes Officers – Identification

Members in plain clothes on or off duty shall promptly identify themselves when the necessity arises. At the scene of an emergency where it is desirable to display the badge continuously, it shall be attached to the outer-most garment.

RR-108.2 Protecting Identity of Undercover Officers

Uniformed officers shall not acknowledge a member in civilian clothes unless first addressed.

RR-109 Deleted 10/2008

RR-109.1 Drinking to Excess

Officers shall not consume alcoholic beverages while off duty to an extent that results in the commission of an obnoxious or offensive act that might tend to bring discredit upon the Department.

RR-109.2 Unfit for Duty

Officers shall not consume any substance while off duty to an extent that renders them unfit to report for his or her regular duty or on call shift.

RR-109.3 Drinking on Duty

Officers shall not consume alcoholic beverages while on duty either in or out of uniform, or off duty while in uniform, except when necessary and authorized in the performance of duty.

RR-109.4 Under the Influence

Officers shall not consume any substance, while on duty either in or out of uniform, such that they are legally impaired except when necessary and authorized in the performance of duty.

RR-110 Deleted 10/2008

RR-111 Controlled Substances

Officers shall not use or possess any controlled substance as such substances are defined under Colorado Revised Statutes, except according to prescription and under the supervision of a licensed medical professional.

RR-112 Deleted 10/2008

- RR-112.1 Misleading or Inaccurate Statements**
Officers shall not knowingly make a misleading or inaccurate statement relating to their official duties.
- RR-112.2 Commission of a Deceptive Act**
In connection with any investigation or any judicial or administrative proceeding, officers shall not willfully, intentionally, or knowingly commit a materially deceptive act, including but not limited to departing from the truth verbally, making a false report, or intentionally omitting information.
- RR-113 Deleted 10/2008**
- RR-114 Intimidation of Persons**
Officers shall not intimidate any person for personal reasons under the color of authority.
- RR-115 Deleted 10/2008**
- RR-115.1 Conduct Prohibited by Law**
Officers shall obey the Charter of the City and County of Denver, all City ordinances, and all state and federal statutes.
- RR-115.2 Aggravated Conduct Prohibited by Law**
Officers shall obey all state and federal statutes, specifically as they involve:

 - a. Any felonious conduct;
 - b. Any conduct prohibited as a Class One Misdemeanor; or,
 - c. Any criminal conduct committed on duty or under color of authority.
- RR-116 Conspiracy to Commit Conduct Prohibited by Law or Aggravated Conduct Prohibited by Law**
Officers shall not conspire with another person or persons to commit any act in violation of a City ordinance, state, or federal statute.
- RR-117 Disobedience of an Order**
Officers shall obey any order lawfully issued by a supervisory or command officer.
- RR-118 Deleted 10/2008**
- RR-119 Sleeping on Duty**
Officers shall not sleep on duty.
- RR-120 Appropriating Property**
Officers shall not appropriate any lost, found, seized, or forfeited evidential or Departmental property to their own use.
- RR-121 Off Duty in Uniform**
Officers, while off duty and in uniform, shall conduct themselves as if they were on duty.
- RR-122 Deleted 10/2008**
- RR-122.1 Respect for Fellow Officer**
Officers shall treat other members of the Department with the respect due to them as fellow officers.
- RR-122.2 Abuse of Fellow Officers**
Officers shall not be abusive toward a fellow officer, regardless of rank.
- RR-122.3 Insubordination**
Officers shall recognize and accept the authority of superior officers and shall refrain from uttering any disrespectful, mutinous, insolent, or abusive language toward a supervisor or command officer.
- RR-123 Assault of Fellow Officer**
Officers shall not threaten, strike, or assault any other officer of the Department.
- RR-124 Deleted 10/2008**
- RR-125 Punctuality (Scheduled Discipline)**
Members of the Department must be punctual in reporting for duty, attendance to all calls,

requirements of duty, court appearances, and other circumstances where time is specified.

- RR-126 Amusement Places Restrictions**
Officers on duty shall not enter any place of amusement or liquor establishment except when necessary in the performance of duty or periodic inspection. (Officers are not prohibited from eating in restaurants which are licensed to serve liquor.)
- RR-127 Responsibilities to Serve Public**
Members shall serve the public by direction, counsel, and in other ways that do not interfere with the discharge of their police responsibilities. They shall respect the rights of individuals and perform their services with honesty, zeal, courage, discretion, fidelity, and sound judgment.
- RR-128 Deleted 10/2008**
- RR-128.1 Impartial Attitude**
Members, while being vigorous and unrelenting in the enforcement of the law, must maintain a strictly impartial attitude toward complainants and violators.
- RR-128.2 Impartial Attitude – Bias**
Members shall at all times consider it their duty to be of service to anyone who may be in danger or distress, regardless of race, color, creed, national origin, gender, age, sexual orientation, ancestry, physical or mental disability, marital status, military status, political affiliation, or religion.
- RR-129 Giving Name and Badge Number**
When a reasonable request is made for an officer's name, badge number or assignment, the officer shall provide a business card or the information in writing to any violator or person, unless such action is likely to jeopardize the successful completion of a police assignment. Business cards are required to be provided, without being asked, to any person that an officer has detained in a traffic stop if that person is not cited or arrested. Refer to OMS 116.32(5) for more information.
- RR-130 Deleted 10/2008**
- RR-130.1 Aiding and Protecting Fellow Officers – Unreasonable**
Members of the Department shall not unreasonably fail to assist and protect each other in restoring peace and order, apprehending offenders, or enforcing the law.
- RR-130.2 Aiding and Protecting Fellow Officers – Intentional or Reckless**
Members of the Department shall not intentionally or recklessly fail to assist and protect each other in restoring peace and order, apprehending offenders, or enforcing the law.
- RR-131 Deleted 10/2008**
- RR-132 Purchase of Forfeited Property**
Officers shall not purchase or attempt to purchase any item or property which they know has been seized by a criminal justice agency and legally forfeited. This shall include the purchase of a previously forfeited item or property which is offered for resale by a private retail vendor.
- RR-133 Deleted 10/2008**
- RR-134 Deleted 8/2004**
- RR-135 Deleted 4/2004**
- RR-136 Use of Tobacco Products in Police Facilities**
No member of the Classified Service, Career Service employee, contract employee of the City and County of Denver, or any other person shall use tobacco products in any police facility.
"Tobacco products," as used herein, include but are not limited to: burning cigarettes, cigars, cigarillos, and pipe tobacco.
The use of tobacco products means consumption by inhalation of any burning tobacco product or any other burning material manufactured, grown, or intended for use in a manner similar to

that of cigarettes, cigars, cigarillos, or pipe tobacco.

"Police facility", as used herein, means any interior part of the Police Administration Building, District Station, or any satellite office used by any unit, section, bureau, or division of the Police Department. All supervisory and command officers shall strictly enforce this regulation and shall themselves be subject to discipline for their failure to do so.

RR-137

Collective Bargaining Fair Share Fee

Article IX, part 8 of the City and County of Denver Charter establishes collective bargaining for all members of the Classified Service of the Police Department and authorizes the negotiation of a fair share fee to be paid to the bargaining representative. As long as the Collective Bargaining Agreement is in force, all members of the Classified Service who are not dues paying members of the Denver Police Protective Association (DPPA), are required, as a condition of employment, to pay the designated fair share fee to the DPPA in accordance with the policy of the DPPA and Articles 5.2, 5.3, and 5.4 of the Collective Bargaining Agreement. Failure to pay the designated fair share fee to the Association will be grounds for disciplinary action, including termination.

RR-138

Discrimination, Harassment, and Retaliation

Members of the Department are expressly prohibited from engaging in any form of discrimination, harassment, or retaliation, based on any class or personal characteristic protected by federal, state, or local law, or otherwise violating the Discrimination, Harassment and Retaliation Policy found in section 117.03, the Disclosure of Information Protected Policy found in section 117.05, the Racial/Ethnic Intimidation Policy found in Section 117.06 of the Denver Police Operations Manual or the Equal Employment Opportunity for Individuals with Disabilities Policy found in section 503.13 of the Denver Police Operations Manual.

RR-139

Deleted 10/2008

RR-140

Discourtesy

Officers shall at all times be courteous and civil to the public. They shall be orderly, attentive, respectful, and exercise patience and discretion in the performance of their duties.

RR-141.1

Prohibited Associations

Officers shall not knowingly fraternize, associate, or continue to associate with any person whom the officer reasonably believes to be engaging in or planning to commit criminal activities where further contact with such individual(s) is reasonably likely to damage public trust; adversely affect the officer's credibility or integrity; or create the appearance of impropriety, a conflict of interest, or corruptive behavior. The only exceptions to this rule will be interactions in accordance with authorized DPD duties and relationships, including immediate family members, where the relationship has been approved by the Chief of Police or the Chief's designee as per RR-141.2.

RR-141.2

Reporting of Prohibited Associations

All potentially prohibited associations identified in RR-141.1 except those involving authorized DPD duties shall be promptly reported in writing to the Chief of Police or the Chief's designee. Failure to promptly report such an association shall subject an officer to possible disciplinary action. The Chief, upon receipt of the written report, shall make a determination whether further contact is reasonably likely to damage the public trust; adversely affect the officer's credibility or integrity; or create the appearance of impropriety, a conflict of interest, or corruptive behavior. If such a determination is made, the Chief or the Chief's designee may then reasonably prohibit or limit such future contacts. Otherwise, the Chief or designee may expressly authorize the continued association.

RR-200 REWARDS AND GRATUITIES

RR-201

Deleted 10/2008

RR-202

Soliciting or Accepting a Bribe

Officers shall not solicit or accept a bribe.

- RR-203 Accepting Gifts from Persons of Bad Character**
Officers shall not knowingly receive anything of value whatsoever or services, whether as a gift or as the result of purchase or trade, from suspects, prisoners, arrestees, prostitutes, or other persons whose vocations may profit from information obtained from the police, or from relatives, employees, or associates of any of these persons.
- RR-204 Soliciting, Accepting Gifts, Gratuities**
Individual members shall not solicit or accept any money, gift, gratuity, loan, present, or fee in connection with their duties as a Denver police officer or in representing the Denver Police Department, except as permitted by the Denver Ethics Code. With written approval of the Chief of Police, some recognized and sanctioned forms of soliciting funds or goods for a benevolent or charitable cause by members will be permitted.
- RR-205 Giving Testimonials, Seeking Publicity**
Members shall not give testimonials or permit their names or photographs to be used for advertising purposes without the approval of the Chief of Police. Members shall not seek personal publicity either directly or indirectly in the course of their employment.
- RR-206 Soliciting Business**
Members shall not solicit subscriptions; sell books, papers, tickets, merchandise, or other things; or collect or receive money or other things of value from the public for any purpose whatsoever, while on duty or in uniform or representing oneself as a member of the Department, except as authorized by the Chief of Police.
- RR-300 USE OF FORCE AND ARRESTS**
- RR-301 Deleted 10/2008**
- RR-302 Personal Family Disputes**
Officers shall not take police action or make arrests in their own quarrels or in those involving their families or their neighbors, except under such circumstances as would justify them in using self defense or to prevent injury to another or when a serious offense has been committed.
- RR-303 Trivial Offenses**
Officers shall not make arrests for offenses when a warning or citation would suffice.
- RR-304 Traffic Enforcement When Not in Uniform**
Unless in uniform and operating a police vehicle, or performing police secondary employment in uniform, off-duty officers shall not arrest or issue citations, verbal warnings, or written warning citations for minor traffic offenses. Off-duty officers who witness a serious or flagrant violation will, when practical, summon on-duty personnel to execute a stop of the violator, and must confer with an on-duty supervisor to obtain approval prior to issuing a citation or arresting the violator.
- RR-305 Duty to Protect Prisoner**
Officers shall not physically abuse a prisoner and shall not allow a prisoner in their custody to be physically abused by any person.
- RR-306 Inappropriate Force**
Officers shall not use inappropriate force in making an arrest or in dealing with a prisoner or any other person.
- RR-307 Posting Bail**
Officers shall not post bail for any person arrested, except members of their own immediate families.
- RR-308 Aiding an Escape**
Officers shall not aid or abet any prisoner to escape.

RR-309 Deleted 10/2008

RR-309.1 **Suggesting Bondsmen or Attorneys**

Officers shall not suggest or recommend specific attorneys, bondsmen, or bail brokers to any person arrested, except to members of their own immediate families.

RR-309.2 **Suggesting Bondsmen or Attorneys for Profit**

Officers shall not, for personal gain or benefit, suggest or recommend specific attorneys, bondsmen, or bail brokers to any person arrested.

RR-310 **Mistreatment of Prisoners/Suspects**

Prisoners and suspects shall be treated in a fair and humane manner.

RR-311 Deleted 10/2008

RR-311.1 **Compromising Criminal Cases**

Officers shall not become involved in making any promises or arrangements between a suspect and his/her victim intended to permit the offender to escape the full penalty provided by the law. Nothing herein shall limit or restrain an officer from the reasonable exercise of discretion in the resolution of minor complaints.

RR-311.2 **Interference with Prosecution**

Officers shall not interfere with the courts or, for personal gain or benefit, use their official positions to make any arrangements for any suspect to escape prosecution.

RR-312 Deleted 10/2008

RR-312.1 **Interfering with Case Assigned to Other Officers**

Officers shall not interfere with any case assigned to another officer. Nor shall any officer interfere with the operation of any other division, bureau, section, or unit of the Department; other government agency; or any lawful private business.

RR-312.2 **Interfering with Internal Investigation/Questioning**

An officer shall not engage in conduct or have direct or indirect contact with any witness, complainant, or investigator which is intended to obstruct, compromise, or interfere with an internal investigation. Internal Investigations shall include those initiated by the Internal Affairs Bureau, the Professional Standards Unit, the Office of the Independent Monitor, the Manager of Safety's EEO Coordinator, or any other division, bureau, section, or unit.

RR-312.3 **Failure to Provide a Statement**

Once ordered to do so, officers are required to provide a complete and truthful statement to any authorized Internal Affairs officer, supervisor, commander, representative of the Internal Affairs Bureau, the Manager of Safety's EEO Coordinator, or anyone else to whom the Manager of Safety has delegated the authority to compel statements.

RR-313 Deleted 10/2008

RR-314 **Providing Assistance Outside the City**

Officers shall not go outside the jurisdiction of the City and County of Denver during their regular duty shift except:

- a. in cases of fresh pursuit;
- b. when sent by proper authority;
- c. when there appears to be an emergency or need for assistance; or
- d. when authorized to do so by a supervisory officer.

RR-400 FIREARMS

RR-401 **Display of Firearms**

Officers shall not unnecessarily draw or display any firearm.

RR-402 **Careless Handling of Firearms**

Officers shall not carelessly handle a firearm at any time.

- RR-403 Restrictions on Utility Firearms**
Officers shall not carry utility firearms, either on their person or in vehicles, without the approval of their Division Chief.

RR-500 COURT

- RR-501 Personal Appearance in Court**
Officers appearing in court as witnesses or for any other reason shall appear in the regulation uniform or acceptable business attire with dress shirt and tie.
- RR-502 Attendance In Court (Scheduled Discipline)**
All officers who receive subpoenas shall make proper return on each and will be held strictly accountable for appearance on a punctual basis. Officers unable to attend court, or those who expect to be late, must notify the Court Liaison Office.

RR-600 REPORTS, COMMUNICATIONS, EVIDENCE AND DISCOVERY (Revised 05-2011)

- RR-601 Deleted 10/2008**
- RR-601.1 Communication of Confidential Information, Generally**
Members shall not impart official information of a confidential nature to anyone, except to those for whom it is intended, as directed by their commanding officer, or under due process of law. They shall not reveal to any private person the identity of an informant or any individual who has provided information upon the condition of anonymity.
- RR-601.2 Communication of Confidential Information that Jeopardizes a Police Action**
Officers shall not communicate, except to authorized persons, information which may jeopardize an arrest, police action, or investigation or which may aid a person to escape or attempt to escape.
- RR-602 Deleted 10/2008**
- RR-603 Destruction of Evidence**
Officers shall not recklessly or negligently destroy or remove evidence, nor shall officers intentionally destroy or remove evidence, except as legally permissible.
- RR-604 Deleted 10/2008**
- RR-605 Removal of Reports and Records**
Officers shall not, without proper authority, remove Department reports or records from the division or bureau where they are maintained.
- RR-606 Destruction of Reports or Records**
Officers shall not except on the order of the Chief of Police, destroy or permanently remove from its file any Departmental report or record.
- RR-607 Failure to Make, File, or Complete Official Reports**
Officers shall not fail to make, file, or complete required reports and records. Members shall make reports promptly, accurately, and completely in conformity with specifications of the Department. Members shall make all necessary reports before going off duty unless a supervisor/commander authorizes the delay.
- RR-608 Deleted 10/2008**
- RR-609 Altering Information on Official Documents**
Officers shall not unnecessarily change, alter, or otherwise distort the information on any official document.

RR-610 Deleted 10/2008

RR-611 Deleted 10/2008

RR-612 **Answer to Official Communications**

All official communications, telegrams, circulars, and other correspondence sent out from this Department shall conform to the format prescribed by the Chief of Police.

RR-613 **Unauthorized Use of Department Letterheads**

Officers shall not use Police Department letterheads except for authorized Departmental correspondence.

RR-614 **Publication of Articles**

Articles prepared for publication in which the member identifies themselves as a DPD member must be submitted in their entirety to the Chief of Police for approval prior to publication and be in the best interest of the Department. Materials obtained or created during a member's official duties remain the property of the Denver Police Department. Members must articulate the intended purpose and obtain prior approval from the Chief of Police before using any Department materials such as photos, videos, audio recordings, reports, badge images, and photos of department personnel, equipment, or buildings for training or publication purposes. Articles include, but are not limited to, items published in books, magazines, newspapers, and other periodicals as well as items posted in electronic sharing sites such as blogs, Facebook, MySpace, Twitter, or other similar online journals or news sites.

RR-615 Deleted 10/2008

RR-616 **Police Bulletin**

Members of the Classified Service shall familiarize themselves with the information printed in the Police Bulletin.

RR-617 **Compliance with Discovery Requirements** (Revised 05-2011)

Officers shall document and protect all information and evidence gathered and collected during any arrest or criminal investigation. Members shall provide all files, books, papers, documents, photographs, audio and video recordings, and tangible objects collected and created as part of an arrest or criminal investigation, to the investigative case file or Property Management Bureau under the assigned general offense (GO) number.

RR-700 POLITICAL ACTIVITIES

RR-701 Deleted 10/2008

RR-702 **Using Police Position to Gain Political Office**

Officers, while seeking or holding political office shall not appear in that capacity in the Denver Police uniform or use their positions as police officers to gain political office or carry out the duties thereof.

RR-703 **Soliciting Money for Political Purposes**

Officers shall not solicit money or other things for political purposes while in uniform or on duty or in any room or building occupied for the discharge of official police duties.

RR-704 **Soliciting for Promotion, Appointment**

Officers shall not solicit petitions for promotions, appointments, or change of duty, or promote any political influence to effect such an end for themselves or any other member of the Department.

RR-705 Deleted 10/2008

RR-706 Deleted 10/2008

RR-800 UNIFORMS AND EQUIPMENT

RR-801 Deleted 10/2008

- RR-802 Uniform Restrictions While Off Duty**
Off duty officers are restricted in the use of their uniforms as follows:
 - a. They may wear their full uniform in going to and from work.
 - b. When wearing civilian headgear or when bareheaded and wearing partial uniform, officers shall wear a civilian coat as their outermost garment.
 - c. No civilian attire shall be worn with the uniform cap or helmet.
- RR-803 Uniform Restrictions for Officers Under Suspension**
The uniform shall not be worn while an officer is under suspension.
- RR-804 Exercise of Authority While Under Suspension**
Officers shall not exercise police authority while under suspension.
- RR-805 Equipment Carried on Person**
Officers shall carry their badge and I.D. Card and be armed at all times, except as provided by the Operations Manual.
- RR-806.1 Alteration of Badge Prohibited**
The badge shall not be altered, exchanged, or transferred except by order of the Chief of Police. Members shall not use another member's badge or official police credentials without permission of the Chief of Police.
- RR-806.2 Use of Badge by Person other than an Officer**
Officers shall not permit any person not appointed a member of the Police Department to use an official badge or credential at any time.
- RR-807 Loss or Damage to Badge**
When a member's badge is lost or damaged, that member shall report the loss or damage through channels in writing to the Chief of Police. The cost of replacement or repair will be charged to the member unless he/she can show that such loss or damage was not incurred through personal negligence. (See 504.03)
- RR-808 Equipment and Property Restrictions on Use**
Officers are prohibited from using Police Department property or vehicles in the conduct of their own personal or private affairs without approval of a Division Chief or the Chief of Police.
- RR-809 Rough or Careless Handling of City or Departmental Property**
(Scheduled Discipline as it relates to Preventable Accidents)
Members shall use care in handling Department equipment and property and shall report immediately any that is lost, damaged, or in bad order.

RR-900 VEHICLE OPERATION

- RR-901 Deleted 10/2008**
- RR-902 Department Vehicle Operation**
Officers shall not allow any non-member of the Classified Service to operate any vehicle of this Department without permission of their commanding officer.

RR-1000 CIVIL CASES

- RR-1001 Testifying in Civil Cases**
Officers shall not testify in civil cases unless legally summoned.
- RR-1002 Service of Civil Process**
Officers shall not serve civil process except those initiated by the City or as required by the Colorado Revised Statutes and specifically authorized by Departmental procedure.
- RR-1003 Initiation of Civil Cases**
Officers shall not initiate civil action arising out of their official duties without first notifying the Chief of Police.

RR-1004 Testifying for Defendant

Any member subpoenaed to testify for the defense in any trial or against the City of Denver or interest of the Department in any hearing or trial shall forthwith notify his/her commanding officer, district or city attorney, and Civil Liability, as necessary.

RR-1100 LEAVE, SICKNESS AND INJURY

RR-1101 Reporting Absence Prior to Roll Call

Officers shall report for duty at the time and place specified and in the attire and with the equipment specified by Departmental orders or a supervisory officer, unless absence is authorized by their supervisory officer.

RR-1102 Reporting for Duty

Unless otherwise excused, officers shall report for duty when scheduled or, when off duty, immediately upon receipt of order to do so.

RR-1103 Constructive Resignation

Failure to report for duty within five (5) days following the expiration of a leave of absence without just cause or being absent without leave for a period of five (5) days without just cause shall be construed as a constructive resignation as provided in the Civil Service Rules.

RR-1104 Location When Ill

Officers who are absent from duty and using sick leave time shall be required to keep their commanders informed of their locations and be available by phone or in person at those locations.

RR-1105 Reporting During Illness or Injury

Officers shall not fail, while off duty due to illness or injury except while hospitalized, to contact their unit commander at three-day intervals to report condition and progress of recovery, unless the reporting is excused by their commanding officer.

RR-1106 Feigning Illness or Injury

Officers shall not feign illness or injury in an effort to avoid duty.

RR-1107 Physical or Mental Examination

Officers who have been ordered to submit to physical or mental examination shall do so in accordance with the directions of the Chief of Police.

RR-1108 Release of Medical Information

All officers shall authorize their attending physician to release to their unit commander and the Chief of Police information regarding their condition and ability to perform certain duties.

RR-1109 Deleted 10/2008

RR-1200 P.O.S.T. Certification of Officers

RR-1201 P.O.S.T. Certification Required

All officers of the Denver Police Department shall hold current certification by the Colorado Peace Officers Standards and Training Board. See C.R.S. §24-31-303 and §24-31-305. No officer shall commit an act that is defined by the P.O.S.T. Board as an offense that would disqualify the officer from maintaining his/her P.O.S.T. certification.