

		Policy & Procedures			No. 4.07	
		Subject: Oath of Office/Mission Statement/ Code of Ethics				
		Issuing Authority: Chief of Police		Effective Date: 02/01/2013	Review Date: 02/25/2024	
					Revised Date:	
Review						
Revision	11/08/2015					
Reissued	11/11/2017					
Dates:	11/10/2019					
	11/15/2022					

CALEA STANDARDS

11.1.0 26.0.1

16.3.0 26.0.2

Oath of Office / Mission Statement / Code of Ethics

Purpose

The Oath of Office and Code of Ethics or Canon of Ethics is a universal practice in Law Enforcement. The oath includes elements to satisfy state and local requirements, and affirms the need to uphold the Constitution of the United States.

Policy

[26.0.1]

All newly hired sworn personnel shall appear before the Town Clerk to be sworn in and take the Oath of Office as outlined below. Once sworn, a signed copy of the Oath shall be placed in the officers' personnel file.

All officers are required to accept the responsibility for achievement of the Department's "Mission Statement" and publicly register his/her commitment to it and to the concepts of quality service.

All sworn officers of the Canton Police Department shall abide by the following Oath of Office, Mission Statement, and Code of Ethics, which have been adopted by this department.

Applicability

This policy applies to:

- All personnel prior to assuming sworn status;
- Upon receiving a promotion in rank, and
- Personnel returning to duty after a suspension

***Legal
Authority***
[16.3.0]

Sworn officers of The Canton Police Department derive their authority in accordance with Massachusetts General Laws, Chapter 41, Section 98, entitled “Powers and Duties”.

***Oath of
Office***
[26.0.1]

“I,----- do solemnly swear that I support the Constitution of the United States of America, and the Constitution and laws of the Commonwealth of Massachusetts, the by-laws of the Town of Canton, and the Rules, Regulations and all lawful directives (written as well as unwritten) of the Canton Police Department, and that I faithfully discharge the duties of the office of -----, to which I have been appointed according to the law and the best of my ability.”

Notice: By offering this oath of office and requiring a signature, no written or implied contract for employment or continued employment is being offered by the Town of Canton. For any reason that an employee is found to be incapable, unqualified or unfit for employment or continued employment, or the employee’s best efforts to comply with required obligations, responsibilities, duties and task performances associated with this oath are unsatisfactory, that employee is subject to removal

**Mission
Statement**
[16.3.0]

“It is the primary mission of the Canton Police Department to deliver professional police services to the residents and business owners of Canton as well as those who visit our community regardless of race, religion, ethnic origin or sexual orientation.” 11.1.0

This mission is a commitment to **QUALITY** performance from all members and it is critical that all members understand, accept and align with the responsibilities established by this mission. It is the foundation upon which all operational decisions and organizational directives will be based. Directives include: Oath of Office, Code of Ethics, Rules, Policies and Procedures, Directives, General and Supervisory Orders, Work Productivity and Behavior. **11.1.0**

This mission represents the commitment of this administration to the concept of quality performance management. Members are expected to work consistently in a quality manner in the daily performance of those duties, job responsibilities, and work tasks associated with this mission. **11.1.0**

***Mission
Statement***
[16.3.0]

Quality manner refers to the performance standards established for the Canton Police Department and each associated member, as cited in any and all of the previously described Directives.

Each member is required to accept the responsibility for the achievement of this mission and publicly register his/her commitment to it and the concepts of quality service.

***Code of
Ethics***

[16.3.0]
[26.0.2]

Ethics training must be conducted for all personnel, at a minimum, biennially.

All Sworn Officers are required to abide by the following Code of Ethics:

As a Law Enforcement Officer, my fundamental duty is to 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 man 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 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 to my chosen profession....Law Enforcement.

All Civilian Employees shall abide by the following Code of Ethics: **16.3.0; 26.0.2**

Affirm the dignity and worth of the services rendered by government and maintain a constructive, creative, and practical attitude toward local government affairs and a deep sense of social responsibility as a trusted public servant.

Be dedicated to the highest ideals of honor and integrity in all public and personal relationships in order that the member may merit the respect and confidence of the elected town officials, of other officials and employees, and of the public.

Recognize that at all times, the chief function of local government is to serve the best interests of all people.

Make it a duty to continually improve upon one's professional ability and to develop the competence of associates in the use of management techniques.

Resist any encroachment on professional responsibilities, believing the member should be free to carry out official policies without interference, and handle each problem without discrimination on the basis of principle and justice.

Handle all matter of personnel on the basis of merit so that fairness and impartiality govern a member's decision.

Seek no favor; believe that personal aggrandizement or profit secured by confidential information or by misuse of public time is dishonest.

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