

PURPOSE & SCOPE

This policy prohibits members of the Allegany County Sherriff's Office from engaging in bias based behavior, and provides guidelines to assist members in identifying such behavior. It also provides guidelines for creating and maintaining processes aimed at the prevention and response to this type of behavior.

POLICY

The behavior and actions of the members of the Allegany County Sheriff's Office have a direct effect on the ability to secure and maintain public trust and respect.

The Allegany County Sheriff's Office is committed to providing services in a fair and impartial manner. We recognize the role that both explicit and implicit biases play in law enforcement and corrections. The Allegany County Sheriff's Office will work to eliminate biases that affect members of the community. This includes biases based on race, religion, ethnicity, national origin, cultural affiliation, sex, gender, gender identity, sexual orientation, economic status, age, pregnancy, or disability.

I. DEFINITIONS

- 1. Member** - When used in this policy, member shall mean any employee of the Allegany County Sheriff's Office.
- 2. Protected Class** - refers to an individual's race, religion, ethnicity, national origin, cultural affiliation, sex, gender, gender identity, sexual orientation, economic status, age, pregnancy, or disability status.

II. PROHIBITED BEHAVIOR

Members of the Allegany County Sheriff's Office shall not take, refrain from taking, or delay any action against or on behalf of an individual based solely on the individual's membership in a protected class. This includes, but is not limited to:

- 1.** Failing to offer standard resources to individuals of a certain sex, gender, gender identity, or sexual orientation in relation to domestic violence or sexual assault offenses.
- 2.** Decisions regarding inmate discipline, selection for work assignments, or housing based solely on the race, religion, ethnicity, or national origin of the inmate.

III. DUTY TO INTERVENE IN BIAS-BASED INCIDENTS

1. INCIDENTS INVOLVING THE USE OF FORCE

- A.** If a member of the Allegany County Sheriff's Office observes another member engaging in bias-based behavior that involves the use of force, the observing member shall intervene to prevent the use of force if and when they have a realistic opportunity to do so.
- B.** The observing member shall promptly report the incident to a Supervisor.

2. INCIDENTS NOT INVOLVING USE OF FORCE

- A. If a member of the Allegany County Sheriff's Office observes another member engaging in bias-based behavior that does not involve a use of force, the observing employee shall intercede to mitigate the behavior if and when they have a realistic opportunity to do so.
- B. Examples of mitigating bias-based behavior include, but are not limited to:
 - 1. Contacting a Supervisor in sufficient time so that the Supervisor may intervene.
 - 2. Providing an individual with contact information of an appropriate person that can assist the individual.
 - 3. Providing information regarding the Inmate Grievance Process and/or Personnel Complaint process.
- C. Regardless of any attempts at mitigation, the observing member shall immediately report the incident to a Supervisor.

IV. INVESTIGATION OF COMPLAINTS

- 1. When practical, a Supervisor should be notified immediately to begin a preliminary investigation.
- 2. A Supervisor that is made aware of an incident shall ensure the completion of formal written reports by all members of the Allegany County Sheriff's Office, and shall make a record of all witnesses present.
- 3. The completed reports shall be sent to the Undersheriff.
- 4. The Undersheriff shall investigate the incident in accordance with ACSO Policy & Procedure J-1.23 (Internal Investigations)

V. TRAINING

- 1. All members of the Allegany County Sheriff's Office should receive anti-bias training on an annual basis.
- 2. All members shall acknowledge this training by signature.
- 3. Anyone failing to attend training may be subject to disciplinary action.