



**ALLEGANY COUNTY  
OFFICE OF THE SHERIFF  
JAIL DIVISION  
POLICY & PROCEDURE**

<b>NUMBER: J – 1.34</b>	<b>EFFECTIVE DATE: 01/01/2019</b>
<b>SUBJECT: Code of Ethics</b>	<b>REVIEW:</b>
<b>APPROVED BY:</b>	<b>SUPERSEDES: ALL OHTERS</b>

**POLICY**

It will be the policy of the Allegany County Sheriff’s Office to develop a code of ethics, which employees shall adhere to in order to ensure that this agency’s members express the highest level of professionalism.

**PROCEDURE**

**CODE OF ETHICS**

Members of the Allegany County Sheriff’s Office will be responsible for following this Code of Ethics listed below:

1. Members shall maintain the highest standards of honesty, integrity, and impartiality.
2. Members shall uphold all Federal and State laws and Agency policies and procedures.
3. Members shall be respectful, courteous, and professional in their dealings with all people.
4. Members shall be firm, fair, and consistent in the performance of our duties.
5. Members shall provide or support the provision of humane custody, supervision, and care of offenders.
6. Members shall perform their duties without retribution, retaliation, harassment or abuse toward others.
7. Members shall not discriminate against any person on the basis of race, color, religion, national origin, sex, age, disability, geographic location or economic status.

8. Members shall not sexually harass or condone sexual harassment against any person.
9. Members shall maintain confidentiality of information that has been entrusted to them in their official capacity unless they are legally compelled or authorized to release the information.
10. Members shall report corrupt or unethical behavior, which could affect employees, offenders or the integrity of the Allegany county Sheriff's Office.
11. Members shall make all appointments, promotions, and dismissals in accordance with established civil service rules, applicable contract agreements, and individual merit, rather than furtherance of personal interest.
12. Members shall respect, promote, and contribute to a work place that is safe, healthy, and free of harassment in any form.
13. Members shall treat every professional situation with concern for the welfare of the individuals involved and with no intent to personal gain.
14. Members shall maintain relationships with colleagues to promote mutual respect within the profession and improve the quality of service.
15. Members shall refrain from using their positions to secure personal privileges or advantages.
16. Members shall make public criticism of their colleagues or their agencies only when warranted, verifiable, and constructive.
17. Members shall respect and protect the right of the public to be safeguarded from criminal activity.

Note: Any questions regarding this directive should be taken to your Shift Supervisor.