

	Abbotsford Police Department Policy	
	Administration	Conduct
	I.C.030	Employee Conduct

PREAMBLE

To effectively carry out its mandate, the Abbotsford Police Department (AbbyPD) must have the confidence of the public. To maintain that confidence, every Employee of the AbbyPD must meet the highest standards of ethical behaviour, both On-Duty and Off-Duty.

AbbyPD Employees must ensure that nothing they do in the discharge of their duties as an Employee of AbbyPD or in the management of their affairs outside of the scope of their employment constitutes a breach of this policy.

DEFINITIONS

- (1) **Employee** - for the purposes of this policy, an employee of the Abbotsford Police Board.
- (2) **On-Duty** – the hours an Employee works, is scheduled to work, is called in and attends work, and includes but is not limited to paid and unpaid breaks, and any overtime hours the Employee is required to, offers to, or does work. The activities an Employee conducts outside of **On-Duty** activities are **Off-Duty** activities.
- (3) **Serious Negative Police Contact** – contact with police of any jurisdiction resulting in any of the following:
 - (a) arrest or detention;
 - (b) criminal charges under any enactment;
 - (c) driving prohibition;
 - (d) charges under the *Motor Vehicle Act* for any of the following offences:
 - (i) excessive speeding
 - (ii) driving without due care
 - (iii) driving while suspended or prohibited

POLICY

- (4) AbbyPD Employees must conduct their On-Duty (and Off-Duty, as applicable) activities in compliance with all relevant AbbyPD policies, procedures, directives and all applicable legislation.
- (5) Employees will be held accountable for their actions, both On-Duty and Off-Duty. Contravention of this policy or the spirit of this policy, or otherwise behaving in a manner deemed unacceptable by the Chief Constable, may result in discipline, up to and including termination.
- (6) While On-Duty, Employees will conduct themselves in a professional manner and treat the public with courtesy.
- (7) Civilian employees will abide by the AbbyPD Civilian Code of Ethics. Police officers will conduct themselves in a manner consistent with the BC Police Code of Ethics endorsed by the BC Association of Chiefs of Police.
- (8) Assessment of selected Employee Off-Duty activity is required to determine whether the conduct may negatively impact the operations, administration, or reputation of AbbyPD or the administration of justice. Employees must disclose to their supervisor, as soon as practicable:
 - (a) Serious Negative Police Contact; and
 - (b) any legal administrative process, prohibition or condition not already disclosed under (a), but which prevents the Employee from lawfully carrying out a bona fide work requirement.
- (9) Supervisors must advance any disclosure received under paragraph (8) through the chain of command to the Strategic Services Inspector for assessment and action as necessary.

The above was approved by the Police Board on March 19, 2025.