



ROCKFORD POLICE DEPARTMENT

GENERAL ORDER

NUMBER: 1.01

TITLE: OATH OF OFFICE AND CODE OF ETHICS

SERIES: 1 - ADM

SERIES TITLE: ADMINISTRATION

TOPICS / REFERENCE: CODE, ETHICS, OATH

APPENDICES: A, B

ORIGINAL EFFECTIVE / ISSUE DATE: MAY 17, 2004

DATE OF LAST REVISION: MARCH 14, 2017

THIS ORDER REMAINS IN EFFECT UNTIL REVISED OR RESCINDED

POLICY:

It is the policy of the Rockford Police Department that all employees for the Department will comply with a code of ethics. Furthermore, all sworn members prior to assuming sworn status will take an oath of office.

PURPOSE:

The purpose of this General Order is to establish an oath of office for all sworn personnel and a code of ethics for all personnel of the Rockford Police Department. This order also notifies sworn members that they will be responsible for upholding the oath of office. It further notifies all Department personnel they are to maintain these ethics on an individual basis.

These guidelines are not meant to be all-inclusive, since each incident must be dealt with on an individual basis, but are intended as broad guidelines to assist the employees and supervisors involved.

This order is comprised of the following numbered sections:

- I. OATH OF OFFICE**
- II. CODE OF ETHICS**
- III. TRAINING**

APPENDICES:

A. [OATH OF OFFICE](#)

B. [CODE OF ETHICS](#)

I. OATH OF OFFICE:

- A.** Each new member of the Rockford Police Department, prior to assuming sworn status, will take the Oath of Office and sign two paper copies of the oath.
- B.** Any sworn member of the Rockford Police Department, prior to assuming promotion to supervisory or command rank (sergeant, lieutenant, assistant deputy chief, deputy chief, chief of police), will take the Oath of Office for that rank and sign two paper copies of the oath.
- C.** The Chief of Police or his/her designated representative will administer the oath.
- D.** One signed, paper copy of the oath will be placed in the officer's personnel file. The second signed paper copy of the oath will be forwarded to the Board of Fire and Police Commissioners.

II. CODE OF ETHICS:

- A.** The Rockford Police Department now adopts a Code of Ethics for sworn and nonsworn employees.
- B.** All personnel of the Department will understand and practice the Code of Ethics and will be responsible for maintaining these ethics on an individual basis.

III. TRAINING:

- A.** Training on the Code of Ethics will be conducted for all personnel, at least biennially.

ALL GENERAL ORDERS REMAIN IN EFFECT UNTIL REVISED OR RESCINDED.

ANY MEMBER OF THE DEPARTMENT MAY, BY VIRTUE OF EXPERTISE OR POSITION OF FUNCTION, BE DESIGNATED TO AUTHOR OR PROVIDE SOURCE MATERIAL FOR A WRITTEN DIRECTIVE. THE OVERALL AUTHORITY TO ISSUE, MODIFY OR APPROVE WRITTEN DIRECTIVES IS DESIGNATED TO THE CHIEF OF POLICE. HOWEVER, AUTHORITY AND RESPONSIBILITY TO ISSUE DIRECTIVES IS DELEGATED TO THE FOLLOWING.

ALL GENERAL ORDERS ARE SCHEDULED TO BE REVIEWED ANNUALLY BY THE GENERAL ORDER REVIEW COMMITTEE AND WHEN NECESSARY, REVISED OR CANCELED IN ACCORDANCE WITH THE PROCEDURES FOR REVIEWING WRITTEN DIRECTIVES ESTABLISHED IN GENERAL ORDER 1.10 – WRITTEN DIRECTIVES.

ALL NEW AND REVISED GENERAL ORDERS SHALL BE APPROVED BY THE CHIEF OF POLICE BEFORE ISSUE/REISSUE.

ANY EMPLOYEE WITH SUGGESTIONS FOR REVISIONS AND/OR IMPROVEMENTS TO THIS ORDER ARE ENCOURAGED TO SUBMIT THEIR IDEAS TO THEIR RESPECTIVE DISTRICT COMMANDER OR BUREAU CHIEF.

BY ORDER OF

03/14/2017

Daniel G. O'Shea

Chief of Police