GENERAL POLICE DUTIES 2024

ROYAL BAHAMAS POLICE FORCE

Superintendent Leonardo

SOURCE DOCUMENTS

- Commissioners Policing Plan 2023
- Code of Conduct Articles 1-9
- The Police Act 2009
- The Police Disciplinary Regulations
- Domestic Violence Policy
  - Section 4
  - Section 16
  - Section 27

SOURCE DOCUMENTS

- **Force Orders**
  - Sickness & Welfare B-8
  - Arrest & Detention C-4
  - Station Duties & Procedures C-3
  - File Preparation C-5
  - Sudden Death C-14
  - Domestic Disputes C-20

SOURCE DOCUMENTS

Force Standing Orders

- Issue & Use of Firearm 3/91
- Mandatory Evaluations for Police shooting 41/20
- Domestic Violence 11/92
- Sexual Harassment 38/2020
- Rent Control Act Chapter 163

OUR VISION

"To create safer communities"

OUR MISSION

"Delivering our service as a resourceful and professional service"

STATEMENT OF COMMON PURPOSE &VALUES

- The Royal Bahamas Police Force, in partnership with all citizens, residents and visitors, exists to provide quality law enforcement service, with emphasis on the maintenance of law and order, the preservation of peace, the prevention and detection of crime and the enforcement of all laws with which it is charged.
- We shall perform our duties in a manner which respects individual human rights and which reflects fairness, sensitivity and compassion. Yet, we shall act in firm pursuit of all offenders of our laws, so as to ensure a safe and just society, where neither crime nor the fear of crime adversely affects the quality of life.

STATEMENT OF COMMON PURPOSE &VALUES CONT'D

- We shall accomplish these goals with a high degree of professionalism, through leadership and team of individuals who are competent, ethical and dedicated.

- We shall discharge our duties with courage, integrity and loyalty and being ever mindful of a changing environment, with a willingness to embrace justified criticism and the need for change.

POLICING AREAS OF PRIORITY

THE COMMISSIONERS POLICING PLAN 2023

Priority 1
Revolutionize Community Policing Product to Prevent Crime

Priority 2
Zero Tolerance Approach to Minor and Major Crimes

Priority 3
Restructure Internal Processes to Impact Crime Prevention Strategies

Priority 4
Partner with Law Enforcement Counterparts to Expand Policing Capacity

Priority 5
Proactive Approach to Youth and Gang Violence

Priority 6
Optimize Technology in Crime Prevention and Police Operations



Priority 1 **Revolutionize Community Policing Product to Prevent Crime:** The ability of the Force to implement proactive crime prevention strategies at the community level to build a safer Bahamas for all Bahamians and visitors.

Priority 2 **Zero Tolerance Approach to Minor and Major Crimes:** The Royal Bahamas Police Force will take a zero tolerance approach to all minor and major crimes to prevent further escalation into more serious matters.

Priority 3 **Restructure Internal Processes to Impact Crime Prevention Strategies:** The Royal Bahamas Police Force will improve its internal processes for accountability in an effort to change its perspective on crime prevention.

Priority 4 **Partner with Law Enforcement Counterparts to Expand Policing Capacity:** The Royal Bahamas Police Force will expand its law enforcement capacity and resources by partnering with local, regional and international law enforcement counterparts to assist with crime prevention and intervention strategies.

Priority 5 **Proactive Approach to Youth and Gang Violence:** The Royal Bahamas Police Force will tackle crime from its root with a valiant attempt to save the lives of young men who lead in demographics for suspects and victims of serious crimes.

Priority 6 **Optimize Technology in Crime Prevention and Police Operations:** The ability of the Force to seamlessly integrate information technology in police operations to aid in criminal investigations and crime prevention.

Policy for the Prevention, Detection & Treatment of Corruption, Dishonesty & Unethical Behavior

- There are **10 Articles** in outlined in the Policy for the Prevention, Detection & Treatment of Corruption, Dishonesty & Unethical Behavior.

POLICY FOR THE PREVENTION, DETECTION & TREATMENT OF CORRUPTION, DISHONESTY & UNETHICAL BEHAVIOR

- **Corruption** is the abuse, for personal gain or gain for others, of the role or of the position held within the Royal Bahamas Police Force or of any special relationship not professionally associated with that role or position.

POLICY FOR THE PREVENTION, DETECTION & TREATMENT OF CORRUPTION, DISHONESTY & UNETHICAL BEHAVIOR CONT'D

- **Dishonesty** is behavior lacking in personal honesty, which includes such matters as theft, lying cheating; together with other such examples as deliberately over- or under-making annual assessments and intentionally neglecting duty or responsibility.

POLICY FOR THE PREVENTION, DETECTION & TREATMENT OF CORRUPTION, DISHONESTY & UNETHICAL BEHAVIOR

- **Unethical Behavior** – is behavior, which does not conform with our Code of Conduct or Statement of Common Purpose and Values, our Policy for Equality of Opportunity or any other similar policy or code, which may be published from time to time.

CODE OF CONDUCT

- The Royal Bahamas Police Force Code of Conduct contains 9 articles

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- **The Royal Bahamas Police Force Code of Conduct contains 9 articles**

Article 3

- Police Officers may use force only when strictly necessary and to the extent required for the performance of their duty.

Article 7

- Police Officers should treat all members of the public with respect regardless of personal feelings, race or beliefs. They should also endeavor to cultivate good community relationships with them by being helpful, tactful, patient and courteous.

CODE OF CONDUCT

Article 9

- Police Officers should maintain an acceptable standard of dress and conduct at all times. They should not adopt styles or mannerisms with detract from their professional image.

DOMESTIC DISPUTES FORCE POLICY SECTION C 20

Police Action

5. It is generally recognized that police have 5 Differing Roles to consider in relation to domestic disputes.

DOMESTIC DISPUTES FORCE POLICY SECTION C 20

What is A Domestic Dispute

Any quarrel, which may or may not include violence, within a family or between members of the same household.

DOMESTIC DISPUTES FORCE POLICY SECTION C 20

Police Action

5. It is generally recognized that police have 5 Differing Roles to consider in relation to domestic disputes.

DIFFERING ROLES

- **a) Mediation** – the skill of restoring a state of calm between the parties by being impartial and listening to both sides of the disputes.
- **b) Referral-** by utilizing the specialist skills of the Social Services Department or other agency in resolving the dispute, informal referral to relatives, friends or religious groups can also be considered.
- **c) Separation-** by suggesting a temporary and voluntary separation of the parties such as one person leaving for the night to stay with friends; special measures may be necessary where there are children involved in the dispute or living in the household.

DOMESTIC DISPUTES FORCE POLICY SECTION C 20

- d) **Warning**- It may be necessary for the officer to warn the parties if there is a continuing threat of disturbance, it is important that any threat of arrest is based on evidence and that there are sufficient grounds for making an arrest if the need arises.

- e) **Arrest** – Evidence of injury or threatened assault, or possession of firearms or other offensive weapons, may require an officer to arrest immediately; however, in normal circumstances, arrest should be seen as a last resort if there is no other way to resolve the dispute; it is advisable to obtain written statements from the other persons involved in the dispute before any decision is made to charge the arrested person.

DOMESTIC DISPUTES FORCE POLICY SECTION C 20

- Officers called to domestic disputes must realize that they are intervening in a private domestic area and should use the following guidelines in order to be effective:-

ROLE OF THE OFFICER ON A DOMESTIC SCENE

- a) Remain calm and be patient, tactful and courteous
- b) Display a positive, helpful and impartial attitude.
- c) Stop the verbal abuse and listen to both sides.
- d) Appear sensitive to the problem.
- e) Indicate a willingness to help
- f) Advise against extremes of behavior
- g) Obtain necessary information but avoid the impression of prying

DOMESTIC DISPUTE INVOLVING POLICE OFFICERS

13. Where a police officer is one of the parties involved in a domestic dispute, it is essential that the officer dealing with the incident is of a higher rank than that of the officer involved.

This is to ensure that the appropriate action is taken as if the officer involved in the dispute was an ordinary member of the public.

Any criminal offences committed by the officer involved will be dealt with under normal legal process and will not be dealt with as a matter of discipline.

ISSUE & USE OF FIREARMS FORCE POLICY C5

- 4. No Police officer will be permitted to possess or use a firearm or ammunition unless he has been issued with a personal authorization card signed by the Commissioner. Such authorization card will only be issued to an officer following a recommendation from the Firearms Training Officer that the officer has successfully completed the appropriate firearms training course. The card will indicate the type of weapon authorized and will also set out the law and general instructions relation to safety and use.

PLACES OF ISSUE

- 14. In order to maintain effective control within New Providence over the issue and use of firearms, firearms and ammunition for operation purposes will only be held for issue at the following places:
- Internal Security Division
- Control Room
- Criminal Investigation Department
- Drug Enforcement Unit
- Security and Intelligence Branch

FORCE ORDER NO. 41/2020 -- MANDATORY EVALUATION FOR POLICE INVOLVED SHOOTINGS

- This Policy 41/2020 dated August 14, 2020 will be inserted at the end of section D4 of the Consolidated Force Orders and will supplant or replace Force Order No. 7/2014 outlining Police Involved Shootings – Mandatory Evaluation. A police involved shooting is broadly defined as a line of duty incident where a shooting causes the death or serious bodily injury to an officer or other person.
- Police involved shootings are inescapable realities in today's policing climate. The situation is compounded by a suspect's ability to gain access and brandish high performance firearms during police confrontations. Notably, the use of lethal force is a last resort for police officers, but also a common result of an armed suspect's refusal to disarm and/or surrender into police custody.

FORCE ORDER NO. 41/2020 -- MANDATORY EVALUATION FOR POLICE INVOLVED SHOOTINGS

- The Organization's key priorities in this regard are to ensure that the officer involved in the shooting receives immediate medical attention to preserve life and to assess the officer's state of mind for his/her well-being.

FORCE ORDER NO. 41/2020 -- MANDATORY EVALUATION FOR POLICE INVOLVED SHOOTINGS

- To that end and with immediate effect, all police officers and police reserves who are involved in a police shooting, whether as the active shooter or witness to the event, SHALL submit themselves to the Force Medical Officer and the Force Chaplain as soon as reasonably practicable after the incident.
- In cases where the officer did not sustain any physical injury, the time period between the shooting and the initial contact with the Force Chaplain shall not exceed 48 hours of the event.

FORCE ORDER NO. 41/2020 -- MANDATORY EVALUATION FOR POLICE INVOLVED SHOOTINGS

- As per normal protocol, the scene shall be preserved by crime scene investigators (CSI) and the officer involved in the shooting shall surrender his/her firearm to a supervisor for preservation and evidentiary purposes.
- Having surrendered his/her weapon, the officer will immediately be placed on indefinite administrative leave and into the care of the Force Chaplain until he/she is cleared to resume active duty. These mandatory measures that are stipulated by the Force shall not be regarded as punitive, but as a safeguard undertaken to deescalate the shooting event and protect the officer's wellbeing.

SUDDEN DEATH & CORONERS C12

- **Initial Action 5. Initial action in cases of sudden deaths can be summarized as follows:**
- a) Consider possibility that person is still alive and render first aid or summon medical assistance.
- **b) Preserve the scene and restrict access**
- c) Screen the area from public view if necessary
- d) Call for supervisory officer or CID officer as necessary

SUDDEN DEATH & CORONERS C12

- **Initial Action**
- f) Arrange for doctor to certify death if not called at (a)
- g) Safeguard deceased's property
- h) Establish identity of the deceased if possible.
- i) Arrange for relative to be informed (if not at the scene)
- j) Remain with the body and accompany it to the hospital as directed.

SUDDEN DEATH & CORONERS C12

- **10. A sudden death report will be completed in all cases of sudden death for the information of supervisory officers and the Corner. The basic details required and which should be recorded in the investigation officer's pocket book are as follows:**
- a) Name address, age, sex, and occupation of the deceased person
- b) Time, date, and place of death
- c) By whom, when and where last seen alive
- d) Persons present at death and other witnesses. Etc

POLICE ACT (2009)

- **12 (1)** Members of the Force shall be deployed in such numbers, and to such places and with such assignments as the Commissioner may from time to time direct.

(was Police act 205 Section 30 (2)

POLICE ACT (2009)

- **32** Subject to section 103 of the Penal Code and without prejudice to the powers conferred upon a police officer by this Act or any other law, it shall be lawful for any police officer', and for all persons whom he shall call to his assistance, to arrest without a warrant any person who within view of any such police officer shall offend in any manner against any law and who when requested by such police officer so to do, refuses to give his name and address or gives a name and address which such officer has reason to believe is false.

(was Police act 205 Section 31

POLICE ACT 2009

- **Power to enter and search any premises**

41.(1) for the purposes of subsections (1), (2) and (3) it shall be of lawful too any police officer without a warrant to enter any search any premises. For any property which the police officer has reasonable cause to suspect has been stolen, unlawfully obtained, and to remain there for so long as may be necessary to carry out such search, provided that -

(was Police act 205 Section 34 (1)

POWER TO ENTER AND SEARCH ANY PREMISES 41.(1) CONT'D

a) there is good reason to believe that the delay involved in obtaining a warrant for the purpose would seriously hamper the investigation;

b) the authority of a police officer not below the rank of inspector has first been obtained;

c)except in cases of extreme urgency, the authority at (b) shall be obtained in writing.

POWER TO ARREST WITHOUT A WARRANT

- 45. Any warrant lawfully issued by a judge, magistrate or justice of the peace for the arrest of any person may be executed by any police officer at any time notwithstanding that the warrant is not in such officers possession at the time of the arrest, provided that if the person arrested demands to be shown the warrant, this is done as soon as practicable.

(was Police act 205 Section 36

POLICE ACT 2009
DISCIPLINE

- 61 (1) Any complaint of an offence against police discipline enumerated in the regulations made under this act or other conduct committed by a police of or above the rank of inspector in regard to which proceedings are not instituted in a criminal court shall be the subject of an enquiry by the commissioner in accordance with regulations under this act. The Commissioner may initiate disciplinary proceedings against any such officer:

(was Police act 205 Section 50

POLICE ACT 2009
DISCIPLINE

- Provided that nothing in this section contained shall comply to the complaint made against to the Commissioner or Deputy Commissioner or any person acting in either of those offices

- (2) Any police officer of or above the rank of inspector found guilty of any such offence or any other misconduct may be punished by the Governor General acting in accordance with the advice of the Police Service Commission by any one or by a combination of the following punishments namely:

DISCIPLINE

- (a) dismissal;
- (b) required to resign;
- (c) reduction in rank or seniority;
- (d) fine not exceeding one month's pay;
- (e) withholding of increment;
- (f) deferment of increment;
- (g) severe reprimand
- (h) reprimand

DISCIPLINE- CONTRACTED OFFICERS

- **62. (1)** Any contracted officer who is guilty of any of the minor offences against police discipline enumerated in the regulations made under this act shall on conviction thereof by the Commissioner or by a police officer of or above the rank of inspector authorized in writing by the Commissioner to try minor offences, be punished for each offence by such officer by any one combination of the following punishments:

(was Police act 205 Section 51 (1)

POLICE DISCIPLINARY REGULATIONS

- (a) fine not exceeding two days' pay;
- (b) extra duty or fatigue duty not exceeding eight hours;
- (c) reprimand;
- (d) admonishment:

SECTION 62 (1)

- Provided that if any subordinate police officer or constable feels himself aggrieved by any conviction or any punishment imposed by an officer other than the Commissioner he may appeal within forty-eight hours in writing to the Commissioner who shall allow or dismiss the appeal and may vary the punishment.

POLICE DISCIPLINARY REGULATIONS 1965

- The Police Disciplinary regulations contains 28 minor offenses and 36 major offenses against police discipline punishable under section 61 or 62 of the Police Act 2009.

THE FOLLOWING ARE MINOR OFFENCES AGAINST POLICE DISCIPLINE PUNISHABLE UNDER SECTION 61 & 62 OF THE POLICE ACT 2009

(2) irregular conduct when on duty or parade;

(6) idling or gossiping whilst on duty;

(9) neglecting, or without good and sufficient cause omitting, promptly and diligently to attend to or carry out any duty as a police officer;

(11) omitting to make any necessary entry in any official document or book;

THE FOLLOWING ARE **MAJOR** OFFENCES AGAINST POLICE DISCIPLINE PUNISHABLE UNDER SECTION 61 OR SECTION 62 OF THE POLICE ACT —

(7) disobeying, or without good and sufficient cause, omitting or neglecting to carry out any lawful order, written or otherwise;

(11) failing to work a beat in accordance with orders, or leaving a beat, point or other appointed place of duty, without due permission or sufficient cause;

(29) absence from duty without leave for twenty-four hours or more, without reasonable excuse;

STATION DUTIES & PROCEDURES SECTION C 3

- Duty Register

3. A duty register will be maintained at each police station in order to provide a current record of officers on duty and their deployment. Where officers are paraded for duty, the briefing officer will record the times at which officers commence and finish duty and the allocations of beats and other duties for that day. Each officer will sign against his or her name in the duty register.

INCIDENT/COMPLAINT REPORTS

- 8. All reports of incidents or complaints of any description will be recorded on an incident/complaint report in the first instance. This report will be completed in duplicate and will form the basis for all information to be stored in the Force AS 400 computer. Its primary function is to ensure that a proper record is made of each incident and that the appropriate action is taken.

DETENTION RECORDS

- Where persons are arrested and detained in police custody, whether as a result of an incident/complaint report or not, the officer in charge of the station will ensure that the procedures set out in Section C4 of these Orders are followed.

DETENTION RECORDS

- 30. These procedures include the maintenance of a detention record for each person in custody and is quite distinct from any record required for computer information (see person update report for arrested persons at paragraph 12). The detention record must be retained at the place where the person is detained and requires various signatures by the detained person and supervising police officer in respect of searching, property, interviews, visits, meals and other records

ARREST & DETENTION C-4

General

The following instructions relating to the arrest and detention of offenders are subject to the general principles enshrined in the Constitution of The Bahamas and all officers will make themselves aware of the following Articles.

ARTICLE 15 - FUNDAMENTAL RIGHTS AND FREEDOMS '

…. Every person in The Bahamas is entitled to the fundamental rights and freedoms of the individual, that is to say, has the right, whatever his race, place of origin, political opinions, color, creed or sex, but subject to respect for the rights and freedoms of others and for the public interest, to each and all of the following, namely.

ARTICLE 16 - PROTECTION OF RIGHT TO LIFE

- (1) No person shall be deprived intentionally of his life save in execution of the sentence of a court in respect of a criminal offence of which he has been convicted.
- (2) A person shall not be regarded as having been deprived of his life in contravention of this Article if he dies as the result of the use, to such extent and in such circumstances as are permitted by law, of such force as is reasonably justifiable:-

ARTICLE 16 - PROTECTION OF RIGHT TO LIFE (CONT'D)

- **(a)** for the defense of any person from violence or for the defence of property;
- **(b)** in order to effect a lawful arrest or to prevent the escape of a person lawfully detained;
- **(c)** for the purpose of suppressing a riot, insurrection or mutiny; or
- **(d)** in order to prevent the commission by that person of a criminal offence,
- or if he dies as a result of a lawful act of war.

ARTICLE 17 - PROTECTION FROM INHUMAN TREATMENT

- (1) No person shall be subjected to torture or to inhuman or degrading treatment or punishment.

ARTICLE 19 - PROTECTION FROM ARBITRARY ARREST OR DETENTION

(1) No person shall be deprived of his personal liberty save as may be authorized by law in any of the following cases.

(a) In execution of the sentence or order of a court, whether established for The Bahamas or some other country, in respect of a criminal offence of which he has been convicted or in consequence of his unfitness to plead to a criminal charge or in execution of the order of a court on the grounds of his contempt of that court or of another court or tribunal.

ARTICLE 19 - PROTECTION FROM ARBITRARY ARREST OR DETENTION

- (2) Any person who is arrested or detained shall be informed as soon as is reasonably practicable, in a language that he understands, of the reasons for his arrest or detention and shall be permitted, at his own expense, to retain and instruct without delay a legal representative of his own choice and to hold private communication with him; and in the case of a person who has not attained the age of eighteen years he shall also be afforded a reasonable opportunity for communication with his parent or guardian.

THE DUTY OFFICER

- 3. As soon as possible after a person has been arrested, the duty officer at Control Room will be informed of the time of arrest, the arresting officer and the estimated time of arrival at the relevant police station.
- The duty officer at the Control Room will immediately notify the Station Officer at the relevant police station in order that arrangements for the arrested person's reception can be made. Any undue delay between the time of arrest and arrival at the police station should be matter for enquiry by the station officer.

PROCEDURE WHEN A PERSON IS ARRESTED

- 4. **Arrested persons will be taken to the nearest police station in the area in which the person was arrested.** Persons arrested by the CID or DEU will also be taken to the nearest police station in the first instance in order that the procedures outlined in paragraph 6 can be followed and details of the arrest recorded on the detention record. The searching of the arrested person will also be carried out at this stage unless this would interfere with or delay the process of investigation. **Any exhibits will be retained by the arresting officer.**

PROCEDURE AT POLICE STATIONS

5. A Sergeant or a Corporal will be employed as Station Officers at every station which is open on a 24-hour basis. However, the Assistant Commissioner (New Providence) may approve a constable to act as Station Officer at a specific station where no sub-officer is available.

In the Family Islands, the Station Officer will invariably be a constable but where an arrested person is brought to the station, the local supervisory officer will be informed as soon as possible.

CONDITION OF THE ACCUSED PERSON

- 6. **It is particularly important that the condition of the accused person is noted at the time of arrival at the police station so those obvious signs of injury or illness can be recorded.** Where the arrested person complains of being assaulted or injured by police officers or any injuries cannot lawfully be explained, the procedure set out in paragraphs 42-43 will be followed.
- **An Inspector will look into any such allegation immediately insofar as interviewing the complainant and preserving any supporting evidence. The arresting officers should also be examined for signs of injuries or damage to clothing.**

DOCUMENTATION OF DETAINED PERSONS

- **Where a person is arrested or detained at a police station, the station officer will be responsible for completing, as soon as possible, a detention record sheet setting out the following:-**
- (a) Date and time of arrest.
- (b) Reasons for arrest.
- (c) Date and time of arrival at police station.
- (d) Name, rank and number of arresting officer.
- (e) Details of the arrested person's property.

DUTIES OF STATION OFFICER

15. The Station Officer is responsible for the accuracy and completeness of the record of detention and for ensuring that a copy of the record accompanies a detained person if he is transferred to another police station in The Bahamas.

The record will show the time of and reason for transfer and the time a person is released from detention. All entries must be timed and signed by the maker. If the detainee refuses or is unable to sign any entry on the record of detention which he is required to sign, this itself must be recorded.

DUTIES OF STATION OFFICER

- **16. Station Officers have a responsibility to ensure that the continued detention of arrested persons is justified by the need of further investigation or enquiries** and the OIC of each police station will ensure that the continued detention or release of persons in custody is the subject of review by him at least twice per day.
- No persons should be detained longer than necessary and the question of release for further enquiries or release on bail will be a matter of constant review.

PROVISIONS FOR PERSONS IN CUSTODY

- 18. The Judges' Rules and Administrative Directions to the Police also provide for certain facilities for the defense of an accused person, namely:
- (a) A person in custody should be supplied on request with writing material. Provided that no hindrance is reasonably likely to be caused to the processes of investigation or the administration of justice:
- (i) He should be allowed to speak on the telephone to his legal representative or to his friends.
- (ii) His letters should be sent by post or otherwise with the least possible delay.

APPROPRIATE ADULT

20. If the person in custody is under 18 years of age, or is mentally handicapped or is suffering from mental illness, the Station Officer must, as soon as practicable, inform an appropriate adult of the grounds for his detention and his whereabouts and ask the adult to visit the police station to see the detained person. The necessary information must then be given to the detained person in the presence of the **appropriate adult.**

APPROPRIATE ADULT

22. For the purpose of these standing orders, the expression 'appropriate adult' means:-

(a) In the case of a person under 18 years.

(i) His parent or legal guardian;

(ii) A social worker; or

(iii) Failing either of the above, another responsible adult who is not a police officer or employed by the police.

SEARCHING OF PRISONERS

27. Section 15 (1) of the Criminal Procedure Code gives a police officer or private person the power to search an arrested person and to place in safe custody all articles other than necessary wearing apparel found on him.

SEARCHING OF PRISONERS

- 30. Arrested persons will also be searched on arrival at the police station for the same reasons as given at paragraph 27 above. This also applies to persons taken into police custody from a court, prison or other place of detention. Other reasons for searching arrested persons at police stations are:

(a)To confirm the identity of the person.

(b) To determine the capacity of the person to pay any fine or other monetary penalty.

SEARCHING OF PRISONERS

30. Arrested persons will also be searched on arrival at the police station for the same reasons as given at paragraph 27 above.

(c) To confirm the identity of the person.

(d) To determine the capacity of the person to pay any fine or other monetary penalty.

(e) To provide for the safekeeping of the person's property and to protect police officers from malicious and unfounded allegations relating to the property

SICKNESS & WELFARE POLICY B-8

Sickness

3. An officer is not entitled to be absent from duty on account of sickness or injury unless the Force Medical Officer (FMO) or other medical practitioner has certified that the officer is unfit for duty.

4. At the discretion of the Commissioner of Police, an officer who has had periods of sick leave totaling more than 28 days in any period of twelve months may be examined by a medical board under the Force Medical Officer with a view to discharge under Section 26 (a) of the Police Act 1965 (as being mentally or physically unfit).

Sickness Records

5. A sickness register will be maintained at each SDHQ/Department. Entries will be completed in duplicate as follows.

1st copy (white)	-	HQ (Personnel)
2nd copy (yellow)	-	Force Medical Officer

6. The sickness/injury report is in two parts. Part 'A' will be completed when the officer first reports sick. Part 'B' will be completed when an officer resumes duty, or has exhausted twenty-eight (28) sick days, which ever one comes first. The white copy, when fully completed will be forwarded to Headquarters through the OIC Division who will arrange for the computer records to be updated. The yellow copy will be forwarded to the FMO for the medical file.

7. Where the individual or collective period of absence totals 28 days in any period of 12 months, the OIC (Personnel), will liaise with the FMO concerning a recommendation as to the officer's appearance before a medical board. (see paragraph 4 above). The white copy of the sickness/injury report will be filed on an officer's personal file when action is completed and the computer entry validated.

MATERNITY LEAVE

44. A woman officer who becomes pregnant will, as soon as possible following certification by her doctor, report the fact to her commanding officer giving the expected date of confinement. 45. The officer will immediately be transferred to duties which will remove her from the risk of assault or injury.

Such duties will be referred to as **'protected duties'** and the officer will be required to report when she commences maternity leave. Her immediate supervisor will monitor her condition on protected duties and will advise the officer regarding the commencing of maternity leave. In doubtful cases, medical advice will be sought, her fitness for **protected duties** being the overriding factor.

FORCE ORDER NO. 38/2020 – SEXUAL HARASSMENT POLICY

- This Policy 38/2020will be inserted at section B12 of the Consolidated Force Orders as the Sexual Harassment Policy. Definitions Sexual harassment in its broadest terms is the unwelcomed or unwanted conduct of a sexual nature in exchange for favor, reward or threat, which can be offensive, humiliating and/or intimidating for the recipient.

- Sexual harassment can involve one or more incidents and actions constituting behavior that may be physical, verbal and/or non-verbal.

FORCE ORDER NO. 38/2020 – SEXUAL HARASSMENT POLICY

- All allegations of sexual harassment must be forwarded in writing to the Director of Human Resources for initial probing, review and escalation to the Deputy Commissioner of Police.
- The Deputy Commissioner in consultation with the Commissioner of Police will forward the incident to the OIC Complaints and Corruption Branch for further processing and prompt investigation.
- Additional probing may be conducted by designated members of the Senior Executive Leadership Team (SELT).

FORCE ORDER NO. 38/2020 – SEXUAL HARASSMENT POLICY

- Meanwhile, the Director of Human Resources in consultation with the Commissioner of Police may effect transfers due to a hostile work environment caused by the sexual harassment allegations and/or its impending investigation.

- **Any police officer or civilian that is found to have sexually harassed another police officer or police civilian or vice versa, will face disciplinary action and will be prosecuted to the fullest extent of the law.**

POLICE AND PERSONAL CELL PHONE USAGE

- 26. Police issued cell phones may be used to make or receive work related or personal calls in the appropriate place, time and situation. Police issued cell phones may also be used for other work related communication, such as text messaging or emailing, tracking/scheduling meetings or appointments; conducting work-related research, and tracking other work related tasks.

POLICE AND PERSONAL CELL PHONE USAGE

- 36. A professional image must be perceived when an officer is using a cell phone in public. Police officers should not be oblivious to activities occurring in their surroundings during cell phone usage. Cell phones will not be used while driving police vehicles or operating police equipment. The use of cell phones while in police vehicles is only permitted providing it is an emergency and its usage does not distract, impede and/or hinder the officer from executing his/her duties.

POLICE AND PERSONAL CELL PHONE USAGE

- 37. Police officers will not use iPods, cell phone peripherals and/or listening devices including headphones, earphones, earplugs, or earbuds whether wired or wireless while on duty in any public place, or official police setting, or in police uniform, except for break periods, or to advance work related tasks or in cases of emergency. Notwithstanding, the caveats outlined in this section are only permitted if its usage is for a limited time period, inconspicuous from public view, does not render the officer oblivious to his/her surroundings, and/or does not distract, impede, hinder or prevent the officer from executing his/her duties as an effective police officer in a professional manner.

POLICE AND PERSONAL CELL PHONE USAGE

- 38. Police officers will not use cell phones or any digital device to surf the internet, play games, listen to music, watch videos, or engage social media platforms while on duty, except during break periods, or to advance work related tasks or in cases of emergency. Notwithstanding, the caveats outlined in this section are only permitted if its usage is for a limited time period, inconspicuous from public view, does not render the officer oblivious to his/her surroundings, and/or does not distract, impede, hinder or prevent the officer from executing his/her duties as an effective police officer in a professional manner.

POLICE AND PERSONAL CELL PHONE USAGE

- 39. Police officers will not use cell phones on personal calls for more than five (5) minutes while on duty in uniform or otherwise, except for cases of emergency or work related calls. Simultaneously, police officers in uniform must be inconspicuous while utilizing cell phones in public and therefore must retire to a more private area to conduct the call.

POLICE AND PERSONAL CELL PHONE USAGE

- 40. The improper use of cell phones for illegal or dangerous activity, for purposes of harassment, or in ways that violate restricted or confidential Force information may result in serious disciplinary action and consequently termination.

POLICE AND PERSONAL CELL PHONE USAGE

- 41. The improper or inappropriate usage of cell phones and accompanying telecommunication devices and peripherals that contravene, breach or fail to comply with the tenets outlined in any section of this Policy in a manner that tarnishes or discredits the noble reputation of the Force will result in disciplinary action. Simultaneously, the improper use of cell phones and/or the publishing of its content that may likely bring discredit to the Force may also result in disciplinary action. Finally, the continued use of cell phones at inappropriate times or in ways that distracts from work may lead to the revocation of cell phone privileges.

SOCIAL MEDIA USAGE POLICY

- Police officers are held to a higher standard of integrity and are oftentimes viewed as role models throughout the various communities.

RENT CONTROL ACT CHAPTER 163

Police Action:

The role of the police is to maintain law and order:-

- To protect tenants from being ejected from their homes by landlords unless they undertake a court proceedings and there is a court order.
- Prevent landlord and tenants from becoming aggressive
- Prevent landlord from interfering with the peace and comfort of the tenant
- Prevent landlord from persistently withdrawing or withholding services reasonably required for the occupation of the premises.
- We must give sound advice and know our limits within the law.

LANDLORD AND TENANT

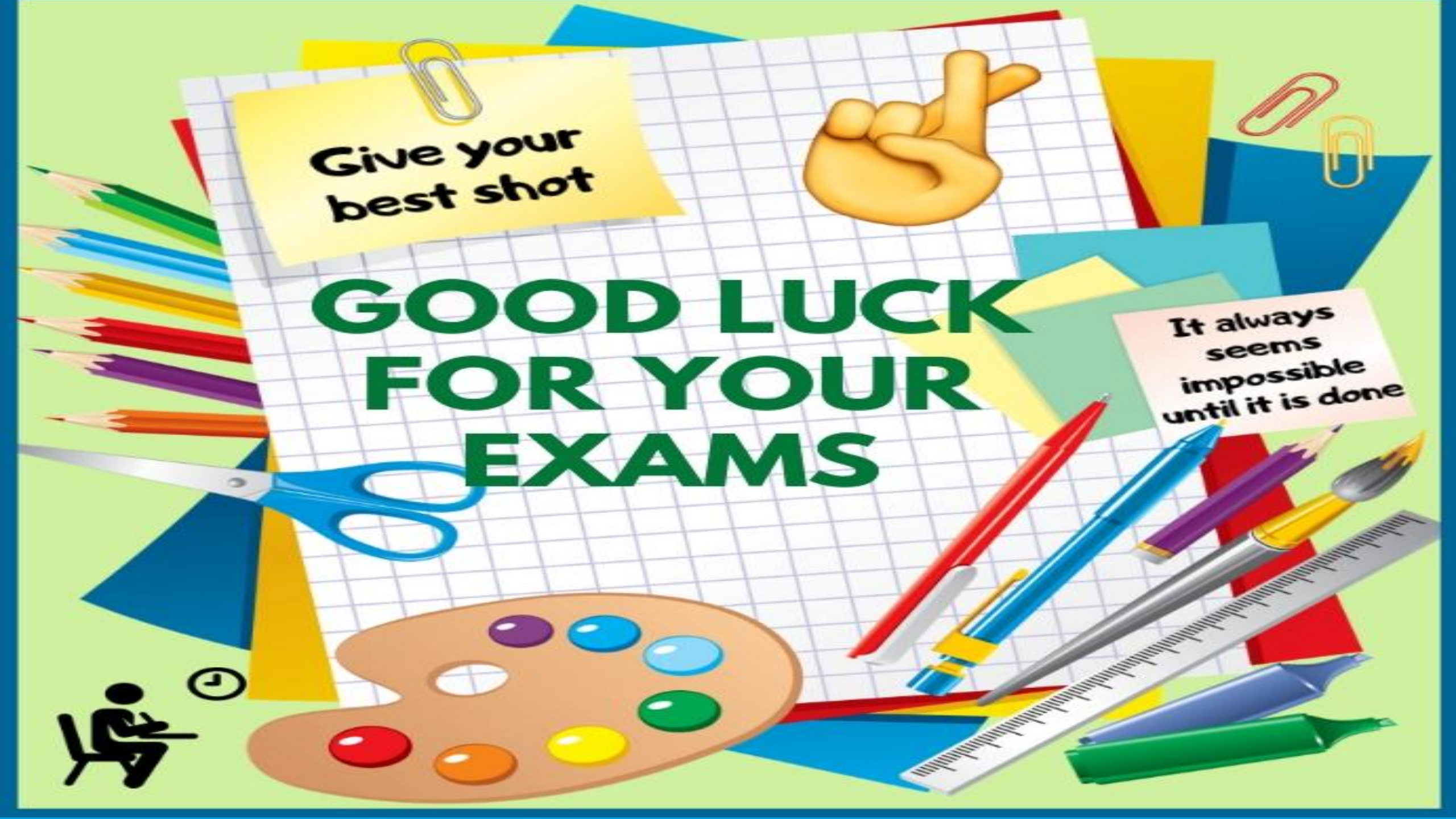
- Inform the Landlord that the Tenant is statutorily protected and he must undertake court proceedings. Even if the contract says that he can evict and the tenant signs. The land lord must institute proceedings to have the person evicted. All documents will be examined by the court and a both parties will be heard by the presiding Magistrate who will decide upon the circumstances at hand.
- Note that there have been several issues of late involving Landlord and Tenants. Do you recall the incident out West?
- Remember you are resolving conflict and both parties may be ignorant to the law.

RENT CONTROL ACT CHAPTER 163

- 24. Notwithstanding any agreement to the contrary, there shall be implied on the part of a landlord of a dwelling-house protected under this Act a covenant to keep the dwelling-house in a tenantable state of repair.
- 25. (2) Upon receiving payment of the rent, the landlord shall issue to the tenant a receipt which shall indicate — (a) the value of the dwelling-house, specifying whether it is an assessed, determined or declared value, and the amount of rent received in respect of the dwelling-house; and

RENT CONTROL ACT CHAPTER 163

- 26. (1) Any landlord who — (a) in respect of a tenancy protected under this Act, demands or receives rent in excess of the rent lawfully chargeable under section 10; (b) in respect of a tenancy protected under this Act, demands, receives or retains any monies whatever other than rent; (c) makes a declaration of value which is found by the Board under section 20 to be unfair and unreasonable;


Give your best shot
GOOD LUCK FOR YOUR EXAMS
It always seems impossible until it is done