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**OFFICE OF THE INDEPENDENT MONITOR
STANDARDS OF PROFESSIONAL CONDUCT**

The Office of the Independent Monitor is intended to bring a neutral and independent view to concerns about law enforcement conduct and citizen interaction. The OIM Standards of Professional Conduct, (Sections 3 – 6; 8- 21) are based on standards of conduct recommended by the International Association of Chiefs of Police for law enforcement officers. It is only appropriate that Monitor staff are held to the same high standards of conduct expected of the sworn law enforcement officers whose conduct the office staff monitors and reviews.

The rules of conduct set forth in these standards are not intended to serve as an exhaustive treatment of requirements, limitations, or prohibitions on OIM staff conduct and activities. Rather, they are intended to (1) alert staff to some of the more sensitive and often problematic matters and ethics involved in the civilian oversight of law enforcement profession; (2) specify, where possible, actions and inactions that are contrary to and that conflict with the duties and responsibilities of oversight staff members, and (3) guide staff in conducting themselves and their affairs in a manner that reflects standards of deportment and professionalism necessary to be a member of the OIM staff.

These standards of professional conduct are adopted by the Independent Monitor pursuant to the provisions of Denver Municipal Code Section 2-371(c) which requires the Monitor to establish standards of professional conduct for the OIM:

1. Monitor staff are expected to adhere to high levels of ethical conduct to ensure that the public will have confidence that persons in positions of public responsibility are acting for the benefit of the public. OIM staff should comply with both the letter and spirit of the City of Denver's Ethics Code and strive to avoid situations which are either improper or create the appearance of impropriety.
2. OIM staff shall not violate any law or any office policy, rule or procedure.
3. OIM staff shall not engage in any conduct or activities on or off-duty that reflect discredit on the staff member, tend to bring the OIM into disrepute, or impair its efficient and effective operation.
4. OIM staff shall be accurate, complete, and truthful in all matters.
5. OIM staff who are arrested, cited, or come under investigation for any criminal offense in any jurisdiction shall report this fact to the Independent Monitor as soon as possible.

6. OIM staff who are issued a citation or involved in a traffic collision while driving a City-owned vehicle (whether or not it results in property damage or physical injury to a person), or involved in a traffic collision while on City business that results in any property damage or physical injury to a person, or who suffers any work related accident or injury shall report this fact to the Independent Monitor as soon as possible.
7. OIM staff shall conduct themselves in a manner that will foster cooperation among members of the OIM and all other City and governmental agencies, showing respect, courtesy, and professionalism in all their professional dealings.
8. OIM staff shall not use language or engage in acts that demean, harass, or intimidate another person. (Staff should refer to the City's policies on harassment and discrimination in the workplace for additional information on this subject.)
9. OIM staff shall conduct themselves toward the public in a civil and professional manner that connotes a service orientation and that will foster public respect and cooperation.
10. OIM staff shall report any unsolicited gifts, gratuities or other items of value that they may receive and shall provide a full report of the circumstances of their receipt if directed.
11. OIM staff shall not use their position for financial gain, for obtaining or granting privileges or favors not otherwise available to them or others except as a private citizen.
12. OIM staff are prohibited from using information gained through their position to advance financial or other private interests of themselves or others.
13. OIM staff shall not use their status as governmental employees to resolve personal grievances (e.g., those involving the employee, family members, relatives or friends).
14. OIM staff shall not knowingly commence or maintain a relationship with any person who is under criminal investigation, indictment, arrest, or incarceration, or who has an open and notorious criminal reputation in the community (for example, persons whom they know, should know, or have reason to believe are involved in felonious activity), except as necessary to the performance of official duties or where unavoidable because of familial relationships.
15. OIM staff shall not knowingly enter any establishment in which the law of that jurisdiction is regularly violated.
16. OIM staff shall not knowingly join or participate in any organization that advocates, incites, or supports criminal acts or criminal conspiracies.
17. OIM staff shall not divulge or willfully permit to have divulged, any information gained by reason of their position, for anything other than its official, authorized purpose.
18. OIM staff shall not, unless expressly authorized, make any statements, speeches or appearances that could reasonably be considered to represent the views of the OIM.
19. OIM staff shall be guided by state and federal law regarding their participation in political activities. OIM staff shall not engage in any political activity (including affixing campaign literature on city/county-owned property, soliciting contributions from any person, working for any campaign) during working hours or while otherwise serving as a representative of the OIM.
20. OIM staff shall not maintain files or duplicate copies of official agency files in either manual or electronic formats at his or her place of residence or in other locations outside the confines of the OIM office without express permission.