



**NSW Police Force**  
www.police.nsw.gov.au

# NSW POLICE FORCE

## A LIFESTYLE CHANGE

### CODE OF CONDUCT AND ETHICS

NSW Police Force employees must:

1. Behave honestly and in a way that upholds the values and the good reputation of the NSW Police Force, whether on or off duty
2. Act with care and diligence when on duty
3. Know and comply with all policies, procedures and guidelines that relate to their duties
4. Treat everyone with respect, courtesy and fairness
5. Comply with any lawful and reasonable direction given by someone in the NSW Police Force who has authority to give the direction
6. Comply with the law whether on or off duty
7. Take reasonable steps to avoid conflicts of interest, report those that can not be avoided and cooperate in their management
8. Only access, use and/or disclose confidential information if required by their duties and allowed by NSW Police Force policy
9. Not make improper use of their position or NSW Police Force information or resources
10. Report the misconduct of other NSW Police Force employees.

Failure to comply with the Code of Conduct and Ethics may result in management action.

The Code of Conduct and Ethics supports our Statement of Values



You are interested in becoming a Police Officer and as such, you should have an understanding of some of the potential lifestyle changes you may experience, especially in regards to your personal life.

Society views Police Officers as authority figures. Our community expects us as Police Officers to provide leadership and to adhere ethically and morally to the standards which are recognised and accepted by our community. When a

problem occurs, people will look to the Police Officer whether on duty or off duty to take charge and to solve the problem, or, to calmly provide the advice and guidance which will reduce the impact of that problem.

You may be employed as a Police Officer for part of your working day, however, you maintain both your authority and responsibility for the entire 24 hours each day.

You must be mindful of your role and responsibilities as a Police Officer whilst both on and off duty. As a professional Police Officer, you should lead by example and demonstrate the values on which our community exists.

As your employer, the NSW Police Force encourages you to enjoy whilst off duty, your personal and social life. You are encouraged to participate in community activities, to pursue personal interests and hobbies. You are reminded however, that any behaviour or action which brings disrepute or adversity upon the NSW Police Force will not be tolerated.

### AS A POLICE OFFICER YOU WILL BE REQUIRED TO ADHERE TO THE NSW POLICE CODE OF CONDUCT AND ETHICS.

#### STATEMENT OF VALUES:

The NSW Police Force has identified its core values to be:

<b>E</b> xcellence	<i>having the highest professional standards and integrity</i>
<b>T</b> rust	<i>promoting community faith and confidence in their police</i>
<b>H</b> onour	<i>acting with pride and admiration for the policing profession</i>
<b>I</b> mpartiality	<i>fair and objective decision making, without prejudice</i>
<b>C</b> ommitment	<i>dedication and devotion in the performance of your duties</i>
<b>A</b> ccountability	<i>acknowledging ownership and being answerable for your actions</i>
<b>L</b> eadership	<i>acting as a role model for the community and your colleagues</i>

The Code of Conduct and Ethics includes reference to:

- **NSW Police Force employees must behave honestly and in a way that upholds the values and good reputation of the NSW Police Force whether on or off duty.**

Whether on or off duty your conduct will reflect on the NSW Police Force. All employees must protect the reputation of the NSW Police Force through appropriate behaviour.

You must always act lawfully and never in a way that brings, or is likely to bring, discredit to the NSW Police Force.

You must act honestly, truthfully and with integrity in all of your dealings with other employees and the public.

- **NSW Police Force employees must comply with the law, whether on or off duty.**

The NSW Police Force is responsible for upholding the law. Unlawful and/or criminal conduct by employees of the NSW Police Force is incompatible with that role and is also likely to bring the NSW Police Force into disrepute.

All employees of the NSW Police Force are expected to comply with the law at all times.

When travelling outside NSW (including overseas), employees must abide by the laws of that jurisdiction while not engaging in conduct that is a criminal offence under NSW or Australian Commonwealth law.

In the event that you are charged with a criminal offence outside NSW which would be subject to NSW court process, you are required to report the matter to your Commander.

**FAILURE TO COMPLY WITH THE CODE OF CONDUCT AND ETHICS MAY RESULT IN MANAGERIAL AND/OR CRIMINAL ACTION.**



## CHALLENGE, EXCITEMENT AND REASONS TO FEEL PROUD

NSW Police Officers are required to work “rotating shifts” or “shift work” and may be required for duty at any time of the day. Flexible rostering can mean employees work varied shifts from 8 to 12 hours duration for full time employment. Officers can also be required to work overtime hours prior to, or, following their shifts. Operational police work is physically and mentally demanding, it is carried out in all weather conditions, 24 hours a day and can involve officers placing themselves in situations of personal risk.

Shift work can be taxing on your health and lifestyle. Shift work, changing work schedules and the challenges of policing can also place strain on personal relationships, marriages and families. Your physical and mental well being may be affected and as such it is recommended for Police Officers to maintain healthy and well balanced lifestyles.

Whilst in the workplace Police Officers will experience fluctuating levels of excitement, depending on the duties they are performing at the time. Police work can be extremely exciting and challenging one minute and somewhat routine the next. Officers could expect fluctuating and significant changes to their adrenalin levels.

Policing duties are mostly re-active and will differ in complexity due to the nature or seriousness of those duties. You may be required to attend incidents such as:- domestic violence, motor vehicle accidents, anti-social behaviour, robberies, thefts, assaults, deaths (suspicious or non-suspicious), rescues, emergencies and a large variety of other policing duties for which you will need to re-adjust your focus, energy and emotions.

No matter what degree of excitement you are experiencing, in the workplace, there is always the expectation that as a Police Officer you will maintain the ability to instinctively react or respond whenever or where ever you are required to do so.

Your personal safety and welfare, and, that of your work colleagues and the members of our community, rely heavily on your ability to adapt to your working environment and your ability to perform both professionally and responsibly at all times.

The NSW Police Force encourages its employees to pursue a healthy and ethically sound lifestyle which will assist you in successfully negotiating the challenges of your workplace.

### NSW POLICE FORCE DOES NOT TOLERATE THE USE OF PROHIBITED DRUGS OR ALCOHOL ABUSE

Through the implementation of effective policies and procedures, the NSW Police Force promotes a workplace free from drug and/or alcohol abuse.

The NSW Police Force or NSW Police students are NOT permitted to use any illegal drugs or any non-prescribed anabolic steroids at any time.

The NSW Police Force has an extensive testing program for the prevention and detection of NSW Police Officers and Police Students who are under the influence of alcohol at work or have prohibited drugs and/or non prescribed anabolic steroids in their system.

It is a requirement of the NSW Police Force that all police students will agree to undertake drug and alcohol testing and any refusal will result in the student’s professional suitability being reviewed leading to removal from the Constable Education Program. Alcohol testing is intrinsically linked to O.H & S. requirements, general health and fitness and the need for students to exhibit a high standard of conduct and integrity.

Students of Policing are required to sign a declaration form during the induction phase of training at the NSW Police College which declares previous drug use and acknowledges that a criminal investigation may be conducted as a result of a positive test to prohibited drugs or non prescribed steroids.

**THE NSW POLICE FORCE OFFERS ITS EMPLOYEES A WIDE RANGE OF HEALTH, WELFARE AND COUNSELLING SERVICES WHICH ARE AVAILABLE 24 HOURS 7 DAYS A WEEK**

## THE NSW POLICE FORCE DRUG & ALCOHOL POLICIES

### THE NSW POLICE STUDENT DRUG AND ALCOHOL POLICY STIPULATES:

*The key messages for NSW Student Police are that:*

- *Illegal drug use by a NSW Police Officer is not acceptable at any time*
- *Illegal drug use by NSW Students of Policing is not acceptable at any time*
- *Drug and alcohol testing, is one of the conditions of working as a NSW Police Officer*
- *There is no place for any employee in the NSW Police Force who uses illegal drugs, sells illegal drugs or abuses prescription/non prescribed drugs*
- *Associations with drug users, places your employment with the NSW Police Force in jeopardy*
- *Alcohol testing is intrinsically linked to O.H & S requirements, general health and fitness and the need for students to exhibit a high standard of conduct and integrity.*

### THE NSW POLICE FORCE DRUG AND ALCOHOL POLICY STIPULATES:

*The key messages for NSW Police employees are that:*

- *No NSW Police Force employee is permitted to use any prohibited drug. This includes so called ‘recreational or party’ drugs*
- *Illegal drug use by a NSW Police Force employee is not acceptable at any time, no matter whether the officer is on duty or off duty*
- *There is no place for any employee in the NSW Police Force who uses illegal drugs, sells illegal drugs or abuses prescription drugs*
- *All Police can expect to be tested for alcohol and illegal drugs*
- *All Police may be randomly alcohol and drug tested on any day at any time when they are on duty in accordance with a roster*
- *Off duty drug use by a Police Officer may be detected through the use of recall to duty targeted drug testing*
- *If you suspect illegal drug use by a NSW Police Force employee you are required to report this to your supervisor*
- *If you accidentally ingest any illegal drug you are required to report this to your supervisor immediately*
- *Illegal drug use by a NSW Police Officer is in contravention of their Oath of Office, Code of Conduct and Ethics and the Statement of Values*
- *Contravention of the NSW Police Force Drug and Alcohol Policy places the safety of employees and the community at risk.*